

# **KNOWLTON TOWNSHIP ELEMENTARY SCHOOL**

**Office of the Superintendent**

## **DRAFT-AGENDA FOR REGULAR MEETING – November 22, 2022**

### ***Notice of Meeting***

The New Jersey Public Meetings Law was enacted to insure the right of the public to have advance notice of, and to attend the meetings of, public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Knowlton Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted with The Express-Times and The Star Ledger and distributed to the Knowlton Township Elementary School, the Delaware Post Office and the Knowlton Township Municipal Building.

### ***Call to Order***

### ***Flag Salute***

### ***Roll Call***

### ***Mission Statement***

We are committed to provide an engaging, comprehensive education aligned with the New Jersey Student Learning Standards in a healthy, safe and nurturing environment in which all students are encouraged to be critical thinkers and self-advocates. Instilling a passion for learning will inspire and guide students to become responsible and compassionate citizens in a constantly changing world. Students have the opportunity to achieve their maximum academic potential both here and in their future education while developing confidence, competence and character.

***Public Participation*** - Public participation shall be governed by BOE Policy 1120.1 Public Participation in Board Meetings. Public comments are invited on all matters pertaining to the school district. All participants shall be given three (3) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate. The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or their designee. Please let the record reflect that the BOE does not endorse your comments nor will the BOE be held liable for comments you make about a staff member, or other person, which the staff member, or other person, may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

### ***Correspondence***

### ***Superintendent's Report***

### ***Vice Principal's Report***

### ***Board Secretary Report***

### ***Board President's Report***

### ***Committee Reports – Facilities, Finance, Instructional and Community Outreach***

## ***Motions***

### ***Consent Motion Approval***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the use of a consent motion for the meeting.

Motion

### ***Consent Motion***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following agenda items numbered 1 through 6 for the 2022-23 school year.

Motion

#### ***1. Approve Comprehensive Maintenance Report and M1 Forms***

A motion was to approve the 2022-2023 Comprehensive Maintenance Report and M1 Forms as attached.

#### ***2. Approve Substitutes***

A motion was made to approve the following substitutes for the 2022-2023 school year, pending completion of paperwork:

Ian Huddleston  
Emily Stout

#### ***3. Approve English Language Arts Curriculum***

A motion was made to approve updates to the English Language Arts curriculum

#### ***4. Approve Broker-of-Record***

A motion was made to approve Brown and Brown Metro, Inc. as the Broker-of Record for our NJEMBF coverage, effective January 1, 2023.

#### ***5. Approve Minutes***

A motion was made to approve the Regular Session Minutes of October 25, 2022.

#### ***6. Approve Minutes***

A motion was made to approve the Regular Session Minutes of November 14, 2022.

#### ***7. Approve Special Education Tuition Contract Agreement***

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve a Special Education Tuition Contract for student #\_\_\_\_\_, in the amount of \$2,800 per month for the remainder of the 2022-2023 school year with Great Meadows Regional School District, with a start date of November 28, 2022.

On roll call, motion

**8. New Hire**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve Meghan Deemer, for the role of out of district Paraprofessional for the remainder  
of the 2022-2023 school year.

On roll call, motion

**9. Approve Bills**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the bills for payment as follows: Monthly bill list \$401,368.91 and Cafeteria bill  
list \$6,482.66

On roll call, motion

**Monthly Certification**

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I certify that no budgetary line item account has been  
over expended in violation of N.J.A.C. 6A:23-2.11(a) as of October 31, 2022 (Policy 6820).

\_\_\_\_\_  
Board Secretary Date

**10. Accept Report of the Secretary and Report of the Treasurer**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to accept the monthly A-148 Secretary’s Report for the month ended October 31, 2022 and  
the A-149 Treasurer’s of School Monies Report for the month ended October 31, 2022 in  
compliance with the NJAC 6A:23A-16.10(c). The Board of Education, after review of the  
Secretary’s monthly financial report (appropriations section) and upon consultation with the  
appropriate district officials, certifies that no major account or fund has been overexpended  
in violation of NJAC 6A:23A-16.10(c).

Motion

**Old Business**

**New Business**

**Upcoming Dates and Meetings**

Board Meeting December 20, 2022 @7 pm

**Executive Session**

Be it hereby resolved by \_\_\_\_\_ seconded by \_\_\_\_\_ at \_\_\_\_\_ PM  
pursuant to N.J.S.A. 10:4-12 and 10:4-13 that said public body hold an Executive Session for  
the duration of approximately 30 minutes regarding:

**Organizational Structure**

It is expected that discussion undertaken in executive session will result in no action taken.

The meeting was re-opened to the public at \_\_\_\_\_ PM.

*Adjournment*

A motion was made by \_\_\_\_\_  
to adjourn the meeting at \_\_\_\_\_ p.m.

seconded by \_\_\_\_\_

Motion \_\_\_\_\_