

# KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

Office of the Superintendent

## **DRAFT-AGENDA FOR REGULAR MEETING – September 25, 2023**

### *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*

### *Vice Principal's Report*

### *Superintendent's Report*

### *Board Secretary's Report*

### *Board President's Report*

### *Committee Reports*

## **MOTIONS**

### **1. Approve Policy Revisions**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve revisions to Policy 6161.1, Guidelines for the Evaluation and Selection of  
Instructional Materials.

Motion

### **2. Approve Policy Revisions**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve revisions to Policy 6161.2, Complaints Regarding Instructional Materials.

Motion

### **3. Approve Anti-Bullying Bill of Rights Self-Assessment**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the Anti-Bullying Bill of Rights Self-Assessment for submission and certification as  
required.

Motion

### **4. Updated American Rescue Plan (ARP) Safe Return Plan**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the updated KTES Safe Return plan as required by the Department of Education  
as a district accepting ARP-ESSER funding. These updates are required through September  
of 2024.

Motion

### **5. Approve 2023-2024 Board Goals**

A motion was made to approve 2023-24 Board Goals, as revised.

Motion

### **6. Approve Travel Expenditures**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the attached travel expenditures for the 2023-2024 school year as required by  
N.J.S.A.18A:11-12.

On roll call, motion

### **7. Food Services Contract – updated wording**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to award Maschio’s Food Services, Inc. as the food service management company for the  
2023-24 school year at an annual management fee of \$9,675.82 and a total forecasted  
expense of \$66,414.58.

On roll call, motion

**8. Approve Transfers**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve transfers in the amount of \$5,130.77 from Fund 11.

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 \$338,072.09.

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 overexpended in violation of N.J.A.C. 6A:23-2.11(a) as of August 31, 2023 (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 Reports for the month ended August 31, 2023 and the A-149 Treasurer of School Monies Report for the month ended August 31, 2023 in compliance with the N.J.A.C. 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 N.J.A.C. 6A:23A-16.10(c).

Motion

**11. Approve Minutes**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the Regular Session Minutes of August 22, 2023.

Motion

**12. Approve Minutes**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the Executive Session Minutes of August 22, 2023.

Motion

**Old Business – NJSBA conference October 23-26, 2023**

**New Business**

**Upcoming meetings**

Board Workshop Meeting October 9, 2023

Board Meeting October 16, 2023, 7pm

***Adjournment***

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

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

Motion