

# **KNOWLTON TOWNSHIP ELEMENTARY SCHOOL**

**Office of the Superintendent**

## **DRAFT-AGENDA FOR REGULAR MEETING -January 22, 2024**

### ***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 and Certificates of Appreciation to BOE  
Governor Teacher of the Year Recipients***

***Vice Principal's Report/Knowlton Knight Presentations***

***Board Secretary's Report***

***Board President's Report***

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

## MOTIONS

### **1. Approve Resignation**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to accept the resignation of Krysta Harajda, paraprofessional, as recommended by the Superintendent.

### **2. Approve Substitute**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following individual as a substitute for the 2023-2024 school year, as recommended by the Superintendent.

Motion

### **3. Approve New Hire**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve Emily Traub as a paraprofessional for the 2023-2024 school year, effective March 1, pending completion of required paperwork, as recommended by Superintendent.

On roll call, motion

### **4. Approve Amendment**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve an amendment to the ESEA Consolidated grant for the FY 23-24 to increase the Homeless Reserve to \$100.

On roll call, motion

### **5. Approve Field Trip**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the following 2022-2023 field trip contracts:

Q-FT-3	Turtle Back Zoo- Kindergarten (NJ)	B&K Dalrymple
Q-FT-4	Crayola Experience (PA)	B&K Dalrymple
Q-FT-5	Museum of Jewish History (NY)	Snyder Bus Co.

On roll call, motion

### **6. Approve Memorandum of Agreement**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the Memorandum of Agreement for the 23-24 school year as required by 6A:16-6(b) 13-14.

Motion

### **7. Approve Budget Line-Item Transfers**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_

to approve the attached 2023-2024 budget line-item transfers for the time period of December 21, 2022 to January 24, 2023 with a total of \$2,380.00 for Fund 11.

On roll call, motion

### **8. Approve Bills**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the bills for payment as follows from December 21, 2022 through January 24, 2023 General Fund bill list of \$344,480.50 and Cafeteria Bill \$5,017.61.

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 December 31, 2023 (Policy 6820).

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

\_\_\_\_\_  
Date

### **9. 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 December 31, 2023 and the A-149 Treasurer's of School Monies Report for the month ended December 31, 2023 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

### **10. Approve Minutes – December 18, 2023**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the Regular Session Minutes of December 18, 2022.

Motion

### **11. Approve Minutes – January 4, 2024**

A motion was made by \_\_\_\_\_ seconded by \_\_\_\_\_  
to approve the Reorganization Session Minutes of January 4, 2024.

**Old Business -**

**New Business**

### **Upcoming Meetings**

**February 13, 2024 Committee Meetings**

**February 28, 2024 Board Meeting, 7pm**

**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 45 minutes regarding:

**Personnel**

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 \_\_\_\_\_ seconded by \_\_\_\_\_  
to adjourn the meeting at \_\_\_\_\_ p.m.

Motion