

KNOWLTON TOWNSHIP ELEMENTARY SCHOOL
ANNUAL REORGANIZATION MEETING
DRAFT-AGENDA – January 4, 2024– 7:00 PM

Notice of Meeting

The New Jersey Public Meetings Law was enacted to ensure 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 Daily Record 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.

Results of the November 7, 2023 School Election

Three Year Term- Board of Education

Ronni Wittreich

Unexpired Term

Todd Spain

Administer Oath of Office to Elected/Re-elected/Appointed Members

Election of Board President

The nomination of _____ as President of the Knowlton Township Board
of Education made by _____ seconded by _____

A motion was made by _____ seconded by _____
to close the nominations for President.

Vote on candidates for President.

President Presides

Election of Vice President

The nomination of _____ as Vice President of the Knowlton Township
Board of Education made by _____ seconded by _____

A motion was made by _____ seconded by _____
to close the nominations for Vice President.

Vote on candidates for Vice President.

Appointment of 2024 Committees and Delegates by the President

Consent Motion Approval

A motion was made by _____ seconded by _____
to approve the use of a consent motion for the reorganization.

Motion

Reorganization Consent Motion

A motion was made by _____ seconded by _____
to approve the following agenda items numbered 1 through 9 for 2024.

On roll call, motion

1. Adoption of Curriculum

to adopt all existing textbooks/kits/platforms and the following curriculum of the Knowlton Township Board of Education for 2024: Math, FOSS/Science, Language Arts Literacy, Social Studies, Health, Physical Education, Fine & Performing Arts, World Language, Computer Science, and Design Thinking and Career Readiness, Life Literacies and Key Skills.

2. Adoption of Policy

to adopt all existing policies, by-laws and regulations for the operation of the Board and the school.

3. *Approve Permitted Records*

to approve certified school personnel to collect and maintain mandated pupil records to include personal data, daily attendance, pupil evaluations, physical health, records regarding the education of educationally handicapped pupils, and all other records required by the State Board of Education (NJAC 6:3-6:3).

4. *Designate Newspapers*

to designate *Express-Times* as the official newspaper for notices pertaining to Board meetings and for legal advertising, and the *Daily Record* as an alternate.

5. *Depositories*

to authorize the board secretary to invest the funds of the Board in any or all of the following banking institutions: First Hope Bank & PNC Bank.

6. *Petty Cash*

to approve petty cash funds to be established for July 1, 2023 through June 30, 2024 as stipulated:

<u>Responsible Title</u>	<u>Amount</u>	<u>Maximum Expenditure</u>
Secretary to CSA	\$1,000.00	\$250.00
Secretary to CSA	\$ 100.00	\$ 75.00

7. *Annual Notice of Meetings*

to adopt the following notice:

The Knowlton Township Board of Education, in the County of Warren, New Jersey, will hold monthly and special meetings at the Knowlton Township Elementary School, 80 Route 46, Delaware, NJ at 7:00 p.m. Meetings are scheduled for either the third or fourth Monday of each month, except in the case of a holiday or as stated. Work sessions are scheduled for the second Monday of the month at 6:00 p.m. where action may be taken. Any changes will be properly submitted as public notice according to N.J.S.A. 110:4-8 (d) and 10:4-19, pursuant to the Open Public Meeting Act, N.J.S.A. 10:43-6 et seq. as revised April 1980. This Notice will be posted in the following places throughout the year: Knowlton Township Elementary School, Knowlton Township Municipal Building, U.S. Post office in Delaware, NJ and will be sent to The Star Ledger and the Express Times.

Board Workshop Meetings

January 8, 2024
February 12, 2024
March 11, 2024
April 8, 2024
May 6, 2024 (First Monday)
June 10, 2024
No Workshop
No Workshop
September 9, 2024
October 7, 2024 (First Monday)
November 4, 2024
No workshop

Monthly Meetings

January 22, 2024 (Fourth)
February 26, 2024 (Fourth)
March 18, 2024 (Third)
April 15, 2024 (Third)
May 20, 2024 (Third)
June 17, 2024 (Third)
July 29, 2024 (Fifth)
August 19, 2024
September 23, 2024 (Fourth)
October 21, 2024
November 18, 2024
December 16, 2024 (Third)
January 9, 2024 (**Reorganization**)

8. Personnel and/or Firm Appointments

to appoint the following persons for 2024:

- Acting Custodian of Records – Kathleen Kane
- Acting Business Administrator – Kathleen Kane
- Acting (Alternate) Board Secretary for Meeting Purposes – Dana Carroll
- Affirmative Action Officer- Dana Carroll
- 504 Committee Coordinator – Dana Carroll
- School Physician – Dr. Eugene Cullen, MD
- AHERA Compliance Officer – RK Environmental
- Licensed Drinking Water Operator – McGowan Well Water Compliance
- Official Bargaining Unit – Knowlton Township Education Association
- IAQ Designate – Franklin Bush
- Attendance Officer- Joeline Groves
- Americans with Disabilities Act (ADA) Coordinator – Dana Carroll
- Homeless/Storm Liaison – Jeannine DeFalco
- Public Agency Compliance Officer – Kathleen Kane (acting)
- School Safety Specialist (P.L. 2017 c.162) – Jeannine DeFalco
- Data Coordinator – Dana Carroll
- ESL Coordinator – Jeannine DeFalco

9. Approve SSDS – Student Safety Data System Submission

to approve the submission of the SSDS for reporting period 1.

Old Business

New Business

Upcoming meetings

*Board Workshop meeting- January 8, 2024

*Monthly Board meeting – January 22, 2024

Adjournment

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

seconded by _____

Motion