

**ELSINBORO BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
April 28, 2025**

**CALL TO ORDER**

The regular meeting of the Elsinboro Township Board of Education was called to order by Board President, Mrs. Kelly Anne Delaney, on Monday, April 28, 2025 at 6:30 p.m.

**OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT**

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Elsinboro Township Board of Education transmitted notice of this meeting, to be held in the Elsinboro School at 6:30 p.m, to the *South Jersey Times*, the Elsinboro Township Municipal Clerk and all Board members. A copy is also posted in the lobby of the Elsinboro Township School and on the front door.

**PLEDGE TO THE FLAG**

Mrs. Delaney led the Pledge of Allegiance to the flag.

**ROLL CALL OF MEMBERS**

Members Present: Damian Carlson, Kelly Anne Delaney, Jenna Hogate, Kathleen Sheffield, John Sieber, Madinah Thomas (6:35 p.m.), Kay Weber

Members Absent: None

Also in Attendance: Mrs. Laural Kretzer, Chief School Administrator; Ms. Melanie M. Allen, Board Secretary/Business Administrator; Staff Members; Public

**APPROVAL OF MINUTES**

Motion made by Mrs. Sheffield, second by Ms. Hogate to approve the regular and executive session meeting minutes of March 17, 2025 as submitted by the Board Secretary and as per the recommendation of the Chief School Administrator and Business Administrator.

**VOICE VOTE: Unanimously approved**

***Motion Carried: 6-0-0***

**PRESENTATION AND PUBLIC HEARING ON THE 2024-2025 BUDGET**

Motion made by Mrs. Sheffield, second by Ms. Hogate to open the public hearing on the 2025-2026 school year budget.

**VOICE VOTE: Unanimously approved**

***Motion Carried: 6-0-0***

Ms. Thomas entered the meeting (6:35 p.m.).

The Business Administrator presented the proposed 2025-2026 Elsinboro School Budget.

**PUBLIC COMMENT - BUDGET ONLY**

None

Motion made by Mrs. Weber, second by Mrs. Sheffield to close the public hearing on the 2025-2026 school year budget.

**VOICE VOTE: Unanimously approved**  
**Motion Carried: 7-0-0**

*Following discussion and any questions on the 2025-2026 Budget*

Motion made by Mr. Carlson, second by Ms. Hogate to approve the following as presented by the Business Administrator:

**2025-2026 BUDGET APPROVAL**

The Board approve by Resolution the FY 2025-2026 school district budget, noting that the budget is within the statutory cap and reflects a 3.0% tax levy increase.

**RESOLUTION #2025-5  
EL SINBORO TOWNSHIP BOARD OF EDUCATION  
RESOLUTION APPROVING 2025-2026 BUDGET  
APRIL 28, 2025**

**WHEREAS**, the Elsinboro Township Board of Education adopted a tentative budget on March 17, 2025, and submitted it to the Executive County Superintendent of Schools for approval, and

**WHEREAS**, the tentative budget was approved by the Executive County Superintendent of Schools on April 21, 2025, and

**WHEREAS**, the tentative budget was advertised in the legal section of The South Jersey Times newspaper on April 24, 2025, and

**WHEREAS**, the Elsinboro Township Board of Education has reviewed and discussed the 2025-2026 school district budget for the 2025-2026 school year, and the Elsinboro Township Board of Education approves, in accordance with the statutory requirements, the 2025-2026 budget as follows:

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUE</b>	<b>DEBT SERVICE</b>	<b>TOTAL</b>
<b>2025-2026 Total Expenditures</b>	\$3,851,869	\$305,869	\$ 0	\$4,157,738
<b><u>Less: Anticipated Revenues</u></b>	<b><u>\$2,187,506</u></b>	<b><u>\$305,869</u></b>	<b><u>\$ 0</u></b>	<b><u>\$2,493,375</u></b>
<b>Taxes to be Raised</b>	\$1,664,363	\$ 0	\$ 0	\$1,664,363

**BE IT RESOLVED** to acknowledge that the 2025-2026 school year budget as described results in a 3% increase in the tax levy for a total of **\$1,664,363**; and

**BE IT RESOLVED** that the Elsinboro Township Board of Education includes in the proposed budget a Health Care Costs adjustment as calculated in the budget software and pursuant to N.J.S.A. 18A:7F-38 subsection (d) in the amount of \$16,159. The additional funds will be used to pay for the additional increases in health care premiums.

**BE IT RESOLVED** the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations; and

**BE IT RESOLVED** that a public hearing on the 2025-2026 School Year Budget will be held in the Gymnasium of the Elsinboro Township School on Monday, April 28, 2025 at 6:30 p.m.; and

**THEREFORE BE IT RESOLVED** that the Elsinboro Township Board of Education approves and adopts the 2025-2026 Budget at the Public Hearing held in the Gymnasium of the Elsinboro Township School on April 28, 2025 at 6:30 p.m.

**ROLL CALL VOTE: YES: Mr. Carlson, Ms. Hogate, Mrs. Sheffield, Ms. Thomas, Mr. Sieber, Mrs. Delaney**

**NO: Mrs. Weber**

**Motion Carried: 6-1-0**

Resolution: 2025-2026 Travel and Related Expense Reimbursement

Approve the following Resolution:

**RESOLUTION #2025-6  
ELSINBORO TOWNSHIP BOARD OF EDUCATION  
RESOLUTION APPROVING 2025-2026 TRAVEL AND  
RELATED EXPENSE REIMBURSEMENT  
APRIL 28, 2025**

**WHEREAS** the Elsinboro Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS** N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Chief School Administrator and a majority of the full voting membership of the Board; and

**WHEREAS** the Elsinboro Township Board of Education established \$10,000 as the maximum travel amount for the current school year and has expended \$105.85 as of this date; now

**THEREFORE, BE IT RESOLVED** the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$10,000 for the 2025-2026 school year.

**ROLL CALL VOTE: YES: Mr. Carlson, Ms. Hogate, Mrs. Sheffield, Ms. Thomas, Mr. Sieber, Mrs. Delaney, Mrs. Weber**

**Motion Carried: 7-0-0**

**EXECUTIVE SESSION I**

Motion made by Ms. Hogate, second by Mr. Carlson that the Board enter into Executive Session by Resolution at 7:06 p.m., from which the general public will be excluded:

**ELSINBORO BOARD OF EDUCATION  
RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

**WHEREAS**, the Board of Education of the Elsinboro School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

**WHEREAS**, the regular meeting of this Board of Education will reconvene at approximately 7:18 p.m.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Elsinboro School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- Personnel Matters

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

**ROLL CALL VOTE: YES: Mr. Carlson, Mrs. Sheffield, Ms. Hogate, Mrs. Weber, Mr. Sieber, Ms. Thomas, Mrs. Delaney**  
***Motion Carried: 7-0-0***

#### **RESUME PUBLIC SESSION**

Motion made by Mrs. Weber, second by Mrs. Sheffield to return to the public portion of the meeting at 7:18 p.m.

**VOICE VOTE: Unanimously approved**  
***Motion Carried: 7-0-0***

#### **PUBLIC COMMENT - AGENDA ITEMS**

None

#### **CHIEF SCHOOL ADMINISTRATOR'S REPORT**

Motion made by Mrs. Weber, second by Mrs. Sheffield to approve the following recommendations as presented by the Chief School Administrator:

#### **PERSONNEL – PROFESSIONAL**

##### **Resignation - Kindergarten Teacher**

The resignation, with regret, of Mariah Mills, Kindergarten Teacher, effective June 30, 2025. Mrs. Mills has been with the district for 4 years.

##### **Employment – Tenured Teacher Contracts 2025-2026**

The following tenured teachers for the 2025-2026 school year:

Kristina Boyle	Timothy Fox	Aimee Halus	Bethany Hannah
Michelle Minchino	Lauren Morgan	Glennnda Nelson	Joseph Sarbello
Barbara Schneider	Elizabeth Schneider	Sharon Simms	Amy Weinert

**ABSTAIN: Mrs. Weber**

***Motion Carried: 6-0-1***

##### **Employment – Non-Tenured - Third Year Contracts 2025-2026**

The following non-tenured teachers be issued a contract for the 2025-2026 school year:

Natasha Cary	Pamela Marts
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Employment – Non-Tenured - Second Year Contract 2025-2026

The following non-tenured teacher be issued a contract for the 2025-2026 school year:

Shannon Carlin

2025-2026 Teachers Salaries

The 2025-2026 professional staff salaries as attached and as per the negotiated agreement.

**ABSTAIN: Mrs. Weber**

**Motion Carried: 6-0-1**

Employment - Fourth/Fifth Grade Math/Science Teacher

The employment of Jon Bowen as a Fourth/Fifth Grade Math/Science teacher for the 2025-2026 school year. Mr. Bowen's start date will be September 1, 2025, and he will be paid on the MA Scale, Step 4, with an annual salary of \$58,490 and benefits as per the EEA Agreement.

Workshop Participation

The following workshop participation:

STAFF	LOCATI ON	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Timothy Fox	virtual	Strengthening the Executive Function of Students with Special Needs	virtual	\$169.00	N/A	\$125.00
Kristina Boyle	virtual	Targeted Strategies for Improved Reading Comprehension	virtual	\$25.00	N/A	\$125.00
Kristina Boyle	virtual	Practical Classroom Management Techniques	virtual	\$25.00	N/A	N/A (can be done the same day as above workshop)

**PERSONNEL - SUPPORT**

None

**OTHER BUSINESS**

HIB Report - Approval

Approve the Superintendent's monthly Harassment, Intimidation, and Bullying Report for **February 2025** as presented:

HIB Investigations:	
Reported:	0
Completed:	0
# of incidents ruled as HIB:	0
# of incidents ruled as not falling under HIB:	0

#### HIB Report - Acknowledgement

Acknowledge the Superintendent's monthly Harassment, Intimidation, and Bullying Report for **March 2025** as presented:

HIB Investigations:	
Reported:	1
Completed:	1
# of incidents ruled as HIB:	0
# of incidents ruled as not falling under HIB:	1

#### HIB Report - Acknowledgement

Acknowledge the Superintendent's monthly Harassment, Intimidation, and Bullying Report for **April 2025** as presented:

HIB Investigations:	
Reported:	0
Completed:	0
# of incidents ruled as HIB:	0
# of incidents ruled as not falling under HIB:	0

#### Homeless Agreement 2025-2026

Entering into the Salem County Homeless Student Agreement for 2025-2026. The agreement states that Elsinboro School will not seek tuition or transportation reimbursement for any resident student, excluding special education students, determined to be homeless in accordance with the law, from any Salem County school districts who participate. (100% district participation is anticipated for 2025-2026).

#### Field Trip

The band and choir students (approx. 39) with Mrs. Schneider and 2 chaperones to go to Marlton FunPlex in Marlton, NJ, on Wednesday, June 4, 2025, from 9:00 am to 2:30 pm. There is no cost to the students and the bus cost is \$585.00.

Mr. Sarbello and Ms. Minichino to take approximately 20 students to Salem Community College in Carney's Point, NJ to participate in Math Showcase on Thursday, May 29, 2025 from 9:00am - 2:00pm. There is no cost to the students and the bus cost is \$554.76.

Mr. Sarbello, Mrs. Simms and 3 additional chaperones to take 6th and 7th grade (27 students) to Camp Edge in Alloway, NJ on Monday, June 2, 2025 (originally Thursday June 5, 2025) from 9:00 am - 2:30 pm. Cost to students is \$34.00. Bus cost is \$555.00 (originally \$575.00).

#### Use of Facilities

Reaffirm the use of facilities for the following:

##### Easter Egg Hunt

April 4, 2025 from 4:00pm - 7:00pm. Usage is for the parking lot, restrooms, playground and surrounding areas. The Elsinboro Parent Association will provide pretzels and water for \$2.00. (Approved 3/27/25, see email)

##### Narcan Training

April 24, 2025 from 4:00pm - 6:30pm. Usage is for the gym and restrooms. MAPSA will be providing pizza, chips and refreshments. (Approved 3/27/25, see email)

**ABSTAIN: Ms. Hogate and Mrs. Weber**

**Motion Carried: 5-0-2**

The use of facilities for the following:

Not My Kid Workshop

May 13, 2025, from 4:00pm - 8:00pm. MAPSA will provide dinner. Usage is for 1 classroom, gymnasium and restrooms.

**ABSTAIN: Ms. Hogate and Mrs. Weber**

**Motion Carried: 5-0-2**

Employment - In-House ESY/Summer Enrichment Program

The employment of the following staff members for the 2025 In-House ESY/Summer Enrichment Program.

**Teachers at the rate of \$25.00 per hour:** Lauren Morgan, Joseph Sarbello, Sharon Simms, Amy Weinert

**Substitute Teachers:** Natasha Cary, Michelle Minichino

*SEP will be held in-person with each teacher employed for up to 75 hours from June 24, 2025, through July 24, 2025, Tuesday-Thursday (5 weeks), at the rate of \$25 per hour (max \$1,875.00 each), as per the recommendation of the Chief School Administrator.*

Corrective Action Plan - Chronic Absenteeism

The Corrective Action Plan for Chronic Absenteeism for submission to the NJ Department of Education. The CAP is required based on a districtwide chronic absenteeism rate of greater than 10%.

2025-2026 School Calendar

The school calendar for the 2025-2026 school year.

**ROLL CALL VOTE: YES: Ms. Hogate, Mrs. Sheffield, Mr. Carlson, Mrs. Weber, Mr. Sieber, Ms. Thomas, Mrs. Delaney**

**ABSTAIN: Mrs. Weber Employment - Tenured Teachers Contracts 2025-2026; 2025-2026 Teachers Salaries (see above)**

**Motions Carried: 6-0-1**

**ABSTAIN: Ms. Hogate and Mrs. Weber Use of Facilities - Narcan Training and Not My Kid Workshop (see above)**

**Motions Carried: 5-0-2**

**All Other Motions Carried: 7-0-0**

**BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT**

Motion made by Mrs. Weber, second by Ms. Hogate to approve the following recommendations as presented by the Chief School Administrator and Business Administrator:

Board Secretary Certification

**Board's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of September 30, 2024 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Board Secretary's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of September 30, 2024, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending September 30, 2024.

Board Secretary Certification

**Board's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of October 31, 2024 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Board Secretary's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October 31, 2024, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending October 31, 2024.

Board Secretary Certification

**Board's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of November 30, 2024 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Board Secretary's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of November 30, 2024, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been



over-expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending November 30, 2024.

Board Secretary Certification

**Board's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of December 31, 2024 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Board Secretary's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of December 31, 2024, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending December 31, 2024.

Board Secretary Certification

**Board's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of January 31, 2025 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Board Secretary's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of January 31, 2025, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending January 31, 2025.

Board Secretary Certification

### **Board's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Elsinboro Township Board of Education certifies that as of February 28, 2025 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

### **Board Secretary's Certification:**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of February 28, 2025, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Elsinboro Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4. Also, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending February 28, 2025.

#### Cash Reconciliation Report

The Cash Reconciliation Report for the month of September, 2024.

#### Cash Reconciliation Report

The Cash Reconciliation Report for the month of October, 2024.

#### Cash Reconciliation Report

The Cash Reconciliation Report for the month of November, 2024.

#### Cash Reconciliation Report

The Cash Reconciliation Report for the month of December, 2024.

#### Cash Reconciliation Report

The Cash Reconciliation Report for the month of January, 2025.

#### Cash Reconciliation Report

The Cash Reconciliation Report for the month of February, 2025.

#### Transfers

The transfers for the month of September, 2024.

The transfers for the month of October, 2024.

The transfers for the month of November, 2024.

The transfers for the month of December, 2024.

The transfers for the month of January, 2025.

The transfers for the month of February, 2025.

#### Bills to be Paid

Payroll and agency for March, 2025 and the bills lists for February 20, 2025, April 2, 2025 and April 28, 2025.

CST Related Services Provider - Let's Talk Speech

The addition of speech therapy services provider Let's Talk Speech to the list of Child Study Team Related Services Providers effective April 4, 2025 through June 30, 2026 for use on an as needed basis. The addition of this vendor allows for more cost effective options when nonroutine CST services are required.

GCSSSD Transportation - Contracted Bus Route 2024-2025

The 2024-2025 school year transportation for the following student. A 7% administrative fee is charged by GCSSSD in addition to the price shown.

Route Number	Destination	Estimated Per Diem Cost*	New/Renewal	Number of Elsinboro Students (est.)
Y1933B replaces Y1933Q	GCSSSD - Bankbridge Dev Ctr	\$391.00	Renewal/Rebid	1

\*Routes may contain students from multiple districts and cost is divided among those districts

Corrective Action Plan - Collaborative Federal Desk Monitoring

The Collaborative Federal Desk Monitoring Corrective Action Plan for submission to the NJ Department of Education based on 3 findings (Title IA).

NJ Schools Insurance Group - Safety Grant 2025-2026

The Resolution the application to the NJ Schools Insurance Group for the Safety Grant in the amount of \$2,000.00 for the project period July 1, 2025 through June 30, 2026.

Salem County Cooperative Transportation Program 2025-2026

The 2025-2026 Contract for Participation in Cooperative Transportation with Gloucester County Special Services School District for homeless/public/nonpublic/special education/vocational transportation needs.

2025-2026 Medical, Prescription Drug and Dental Insurance

Entering into an Agreement with The Public Employer Trust to provide medical, prescription drug, and dental insurance to eligible employees for the 2025-2026 school year. The agreement calls for a 0.0% increase for dental and an average increase of 11.0% for health/prescription insurance resulting in an overall package increase of 10.6%.

SC Cooperative Pricing Consortium - JPA 2025-2026

The 2025-2026 Joint Purchasing Agreements with Penns Grove- Carneys Point Regional School District for baked goods, ice cream, milk, juice & dairy.

District Tax Schedule 2025-2026

The 2025-2026 District Tax Schedule.

Salem County Special Services School District Related Services 2025-2026

Entering into an Itinerant/Shared Services Agreement with Salem County Special Services School District to provide various Consultant/Therapy/Evaluations, etc. to Elsinboro Township School District effective July 1, 2025 through June 30, 2026 at the various rates specified in the Agreement.

#### SCSSSD Related Services/Shared Services Agreement

Entering into a Related Services/Shared Services Agreement with Salem County Special Services School District to provide Occupational Therapy and Speech Therapy services to the Elsinboro Township School District effective September 1, 2025 to June 30, 2026 at the cost of \$13,241.80 (increase of \$980.90 (8%)) over the 2024-2025 school year. Re-negotiation of the contracted amount will occur only if the actual costs change substantially (increase/decrease).

**ROLL CALL VOTE: YES: Mr. Carlson, Mrs. Sheffield, Ms. Hogate, Mr. Sieber, Mrs. Weber, Ms. Thomas, Mrs. Delaney**

***Motion Carried: 7-0-0***

#### DISCUSSION ITEMS/FYI

- Enrollment - April 2025: 102 students
- April 2025 Calendar
- School Performance Report
- SCVTS 2025-2026 SY Admissions:
  - All students were accepted!
- Fire Drill-Thursdays, March 19, 2025, 10:48 am, 1 min 9 secs, 102 students, 25 staff, sunny, 53 degrees, station 3
- Security Drill-March 28, 2025, 8:30 am, Lockdown, 7 minutes All rooms were secured and there were no issues.  
Attended by: Mrs. Kretzer, Officer Richmond
- Fire Drill-Thursdays, April 24, 2025, 1:24 pm, 57 second, 65 students, 24 staff, sunny, 73 degrees, station 2
- Bus Evacuation Drill-Bus 3 Salem Choice students was held Wednesday, April 2, 2025, at 8:22 am in the front driveway. School nurse, Mrs. Marts, oversaw the evacuation.
- Bus Evacuation Drill-Whole School Evacuation was held Wednesday, April 8, 2025, at 8:30 am in the front driveway. CSA, Mrs. Kretzer, oversaw the evacuation.
- Game Club for 1st, 2nd, and 3rd grades is being held now. Family Game Night will be held on May 20.
- PBIS Event 4-8th grades breakfast
- NJSLA testing will take place beginning May 5 through May 16, 2025.
- Bring Your Child to Work Day was April 24, 2025. 41 Elsinboro students were absent and 13 children came to work at Elsinboro.
- Grandparents Day was held April 22nd and April 23rd. 101 grandparents attended this event!
- Wednesday, May 7: Spring Art Show at 4:45 pm and Concert at 5:30 pm.
- Bike to School Day is on May 7, 2025.
- Culture Club Video shared at Parent Night in December -  
<https://www.youtube.com/watch?v=hVmJfJzZs1c>
- 17 students participated in free dental screenings provided by Southern Jersey Family Medical Centers on April 14, 2025.
- Students who achieved perfect attendance for the second marking period were treated to a movie and popcorn.
- 4A Recipient for 24-25 is Ryan Dorsey!
- 3rd graders judged the 4th grade's egg decorating contest. The 4th graders did an amazing job and were judged in three different categories.  
<https://photos.app.goo.gl/mwzXFpWQ78ssZgA8A>
- Narcan Training was held on April 24, 2025.

## **PRESIDENT'S REPORT**

### **Communications to the Board**

- Letter from Tech Trek Committee Chair regarding nomination of 7th Grader to attend STEM Camp at Stockton University
- Thank you card from Elsinboro Youth Basketball League for use of the gym

### **Old Business**

- The air conditioning in the gym project began April 14, 2025. Pictures of the project's progress were shared with the Board.
- Filing of Personal/Relative and Financial Disclosure Statements - Returning school officials must file no later than April 30, 2025. An email with instructions for completing the Disclosure Statements was sent from the Business Administrator on January 24.
- NJSBA Mandated Training Requirements for 2025:  
Thomas- Governance III

### **New Business**

- Superintendent Evaluation - Complete online at [www.njsba.org/](http://www.njsba.org/). Mrs. Kretzer will notify the Board following the completion of her part of the evaluation. It's required to be approved by the BoE by June 30, 2025 to meet QSAC requirements. Note: Mrs. Weber is not permitted to complete the evaluation due to a conflict of interest.
- Board Self Evaluation - Complete online at [www.njsba.org/](http://www.njsba.org/) by May 31, 2025, as it's also required to be approved by the BoE by June 30, 2025 to meet QSAC requirements. An email with instructions was sent from the Business Administrator on April 22.

### **Committee Reports**

- None

### **FYI**

Next Board Meeting - May 19, 2025

### **PUBLIC COMMENT – OPEN**

Kimberly Tarriero, 426 Walnut Street Road, read a multi-page statement detailing her history with Elsinboro Township School and concerns she now has with the school and the former ESA/ESHA organization.

Tiffany Rieck, 19 Stuart Drive, read a multi-page statement detailing concerns with the former ESA/ESHA organization.

Bethany Hannah, ETS Teacher and EEA President, read a statement in support of all aspects of the Elsinboro Township School community - administration, teachers, staff, and students.

Patricia Koskey stated it was sad one of her grandchildren no longer attends Elsinboro Township School. She asked why her access to the ESHA Facebook page was removed.

Mrs. Delaney stated the ESHA Facebook page no longer exists since the organization was dissolved.

Jamar McGriff, 193 Crossland Avenue, asked if the Board will address the concerns included in the statements read this evening. Why was the FBI at the school?

Mrs. Delaney responded concerns/questions about the ESHA will not be addressed as the Board does not have authority over that organization.

Mrs. Kretzer stated the FBI was not at the school. She and the SBA attended a training, and

details cannot be disclosed.

Shelby Crist, 338 Walnut Street Road, commented that students are at school for 7 hours a day. She is concerned about her daughter's safety during that time.

Daniel McLaughlin, 9 S. Tilbury Road, asked why parents did not hear about the school in lockdown previously?

Mrs. Kretzer replied that the school was not in lockdown. The State [NJ Department of Education] mandates that certain school security information not be discussed and shared. She will provide contact information for someone at the State level who will confirm this directive.

Darian Bailey, 28 Davis Avenue, voiced concerns regarding student lunch such as students eating lunch in silence and the lights being flashed in the cafeteria.

Mrs. Kretzer stated that the lights are sometimes flashed to get students' attention. She and the staff are here to help. If there are issues, parents are asked to contact teachers and/or her so they are aware and can address the issues.

Eric Fizur, 618 Salem-Fort Elfsborg Road, asked if the retention pond will be treated again this summer for mosquitoes.

Mrs. Delaney said the Board is currently in litigation over the retention basin.

Patricia Koskey thanked the teachers for the excellent job they have done teaching her grandchildren.

Mrs. Delaney encouraged parents to reach out to staff whenever there is a concern. The staff will respond. Mrs. Kretzer added we are all here to help and all want the school and students to succeed.

## **EXECUTIVE SESSION II**

None

## **ADJOURNMENT**

Motion made by Ms. Hogate, second by Mr. Carlson that there being no further business to be brought before the Board that the meeting be adjourned at 8:12 p.m.

**VOICE VOTE: Unanimously approved**

***Motion Carried: 7-0-0***

Respectfully submitted,

Melanie M. Allen  
Business Administrator/Board Secretary