

**ELSINBORO TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES -
August 9, 2021**

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, August 9, 2021 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*, 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, Board President, led the Pledge of Allegiance to the flag.

ROLL CALL OF MEMBERS

Members present: Mr. Damian Carlson, Mrs. Kelly Anne Delaney, Mrs. Victoria Galasso, Mrs. Kathleen Sheffield, Mr. Jeffrey Stepler, and Mrs. Kay Weber.

Members absent: Mr. Michael Khairzade

Also in attendance: Mrs. Coni McAllister, Superintendent and Mrs. Rebecca Joyce, Interim Board Secretary/Business Administrator.

APPROVAL OF MINUTES

Motion made by Mrs. Sheffield, second by Mrs. Galasso to approve the regular meeting minutes of June 21, 2021 as submitted by the Interim Board Secretary and as per the recommendation of the Superintendent and Interim Business Administrator.

VOICE VOTE: Approved

Motion carried: 6-0-0

SUPERINTENDENT'S REPORT

Motion made by Mrs. Sheffield, second by Mrs. Galsasso to approve the following recommendations as presented by the Superintendent:

PERSONNEL – PROFESSIONAL

Workshop Participation

The following workshop participation:

STAFF	LOCATION	WORKSHOP	DATE	COST	SUB COST	MILEAGE
Constance McAllister	Somerset, NJ	NJASA Women in Leadership	09/30-10/1/21	\$389 for 2 days	N/A	Yes

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Employment-Basic Skills Teacher

The hire of Aimee Henry as a full time Basic Skills teacher for the 2021-2022 school year. Ms. Henry's start date will be September 1, 2021 and she will be paid on the BA scale, step 3, with an annual salary of \$52,823 and benefits as per the EEA Agreement. Ms. Henry's position will be paid for through the ESSER-CARES II grant.

Hire Personnel Between Board Meetings

The Superintendent to make any necessary staff hires to fill vacancies as needed for the 2021-22 school year. Formal board approval will be taken at the regularly scheduled board meeting on September 20, 2021.

PERSONNEL – SUPPORT

Employment - Substitutes

The following **teacher/aide substitutes** for the 2021-2022 school year at \$90 per diem: Vicki Timberman, Donna Ascenzi, Elizabeth Davis, Elizabeth Schnell, Katie Darling, Natalya Franklin, Kamryn Clark, Mackenzie Rieger.

The following **nurse substitutes** for the 2021-2022 school year at \$125 per diem: Eileen Siegel, Tracey Scull, Dora Hooks.

The following **office substitute** for the 2021-2022 school year at minimum wage, which is \$12/hr (7/1/21-12/31/21 and \$13/hr (1/1/22-6/30/22): Donna Ascenzi.

Employment - SACC Worker

The employment of Bradley Salyards as a part-time SACC worker for the 2021-2022 school year at a rate of \$14.50 per hour.

OTHER BUSINESS

Substitute Handbook

The Elsinboro Township School Substitute Handbook for the 2021-2022 school year.

SACC Handbook and Rates 2021-2022

The Elsinboro Township School Substitute Handbook for the 2021-2022 school year.

Use of Facilities

The use of facilities for the Healthy Kids Running Series from September, 2021 through November, 2021. Mrs. Bethany Hannah will oversee the virtual running program.

ABSTAIN: Mrs. Weber
Motion Carried: 5-0-1

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HIB Grade Report 2019-2020

The NJDOE HIB official release of grade data for the 2019-2020 school year.

ROLL CALL VOTE: YES: Mr. Carlson, Mrs. Delaney, Mrs. Galasso, Mrs. Sheffield, Mr. Stepler, and Mrs. Weber

Abstain on Use of Facilities: Mrs. Weber (see above). Motion Carried 5-0-1

All Other- Motions Carried: 6-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

Motion made by Mrs. Weber, second by Mrs. Sheffield to approve the following as presented by the Interim 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 **June 30, 2021**, and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Boards' 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 **June 30, 2021**, 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 months ending **June 30, 2021**.

Cash Reconciliation

The cash reconciliation report for the month of June 2021.

Bills to be Paid

The bills list for June 2021 (final), July 2021, and August 2021 and the payroll and agency bill list for July, 2021.

Transfers

The transfers for the months of June 2021 and July, 2021

School Security Grant FY 2020

The FY 2020 School Security Grant (Grant #20E00188) in the amount of \$20,000.

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American Rescue Plan Act of 2021, IDEA Grant

The applying for the following grant for the 2021-22 school year:

ARP-IDEA Basic \$6,000
ARP-IDEA Preschool \$ 510

Grant Salaries 2021-2022

The 2021-2022 salaries that are funded through grants, as per the attached.

Child Study Team Agreement 2021-2022

The rescinding of the motion made at the June 21, 2021 board meeting, approving Salem County Special Services for Child Study Team and Speech Services for the 2021-22 school year.

Further, the approval to enter into an agreement with the Quinton Township Board of Education to provide Child Study Team and Speech Services for the 2021-2022 school year effective September 1, 2021 through June 30, 2022 at a cost of \$31,500. This contract with Quinton replaces the contract with Salem County Special Services, and represents significant cost savings to Elsinboro.

Copier Lease

The contract with Ricoh, USA for leasing the following copiers under State Contract # A40467-CPC:

1. MP5055SPG Teacher's Work Room Copier
2. MP3555SPG Main Office Copier

This is a 48 month lease, and replaces the current copier lease that expires at the end of August, 2021. The cost for this lease is \$388.42/month, which covers all service, parts, labor and supplies (except paper) for both copiers and includes up to 27,500 copies per month, with overages of \$.0072/copy. This is the same lease that we currently have in place, and at the same cost.

OOD Placement - Lower Alloways Creek

The Special Education Tuition Contract between the Lower Alloways Creek Board of Education and the Elsinboro Township Board of Education for the out-of-district placement of one student (SID #2425960153) residing in Elsinboro Township to attend the Special Education Program at the Lower Alloways Creek School for the 2021-2022 school year, at a yearly tuition rate of \$19,300.

OOD Transportation - Jointure with LAC Board of Education

The renewing the transportation jointure with Lower Alloways Creek Board of Education for the 2021-22 school year at a rate of \$40/day or \$7,200 per year. This agreement is for the transportation of 1 Elsinboro resident student to/from LAC School from/to home on LAC Route EL5. Elsinboro will only be billed for in-person days for this student.

Transfer to Capital Reserve Funds

The rescinding of resolution # 2021-3, from the November 16, 2020 board meeting. By rescinding this motion, the board approves the transfer of \$107,425 from General Fund back to the Capital Reserve Fund, as of 6/30/21. The transfer from Capital Reserve to General Fund was board approved on November 16, 2020. This transfer was for the purchase of an emergency generator. However, the purchase order was cancelled effective June 30, 2021, and reissued on July 1, 2021. The generator will now be paid with funds from Cares III and the Security Grant. Therefore, the unused funds must be transferred back to the Capital Reserve Fund.

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ROLL CALL VOTE: YES: Mr. Carlson, Mrs. Delaney, Mrs. Galasso, Mrs. Sheffield, Mr. Stepler, and Mrs. Weber

Motions Carried 6-0-0

DISCUSSION ITEMS/FYI

- Enrollment: 122 students
- Congrats to the 31 students who participated in the Summer Math Challenge, and who all earned over 500 points. They received a “water day” on Monday, August 2nd. Congrats to the 24 students who participated in the Summer Reading Challenge and who all earned at least 300 points. They received an ice cream party that was held at the school on July 29th. Great job everyone! Keep it up! More prizes will be awarded in September.
- The Road Forward - COVID-19 Update - Facilities and Instruction - Amended Reopening Plan - Masks will be required starting September 2021 per Governor’s Executive Order and Mandate.

PRESIDENT’S REPORT

Old Business

- Petitions filed with the Salem County Board of Elections for the November election: Kelly Delaney, Vicki Galasso, Jeffrey Stepler. All running unopposed for 3 year seats.
- Reminder to complete required board training by 12/31/21
- Update on air conditioning in the gymnasium-Tri State HVAC was out to look at the project. They will have their own architect come look at the job, so make sure the proper sized air chiller is installed.

New Business

- Kelly Anne Delaney was recognized and thanked for her 15 Years of Service as a board member. Ice cream was enjoyed by all following the board meeting.
- Ms. Melanie Allen was Introduced as the new Elsinboro Business Administrator. Ms. Allen will start September 1, 2021.

FYI - Next meeting Monday, September 20, 2021.

ADJOURNMENT

Motion by Mrs. Sheffield, second by Mrs. Galasso, that there being no further business to be brought before the Board, that the meeting be adjourned at 7:08 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 6-0-0

Respectfully submitted,

Rebecca Joyce
Interim Business Administrator/Board Secretary