

**ELSINBORO TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 20, 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, September 20, 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 Khairzada

Also in attendance: Mrs. Coni McAllister, Superintendent;

Ms. Melanie M. Allen, Board Secretary/Business Administrator; Staff Member

APPROVAL OF MINUTES

Motion made by Mrs. Weber, second by Mrs. Galasso to approve the regular meeting minutes of August 9, 2021 as submitted by the Board Secretary and as per the recommendation of the Superintendent and Business Administrator.

VOICE VOTE: Approved

Motion carried: 6-0-0

SUPERINTENDENT'S REPORT

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

PERSONNEL – PROFESSIONAL

Resignation of Teacher

The resignation of Ms. Stephanie Kupiec effective 8/31/21. Ms. Kupiec has been employed at Elsinboro for 4 years.

Reassignment of Teacher

The reassignment of Aimee Henry from Basic Skills Teacher to 1st Grade Teacher. Ms. Henry will fill the position vacated by Ms. Stephanie Kupiec.

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Employment-Full Time Basic Skills Teacher

The hire of Mariah Mills as a full time Basic Skills teacher for the 2021-2022 school year. Ms. Mills start date will be September 1, 2021 and she will be paid on the BA scale, step 1, with an annual salary of \$51,823 and benefits as per the EEA Agreement. Ms. Mills' position will be paid for through the ESSER-CARES II grant.

After-School Clubs

The following after-school clubs:

Robotics Club - Mr. Sarbello, Meeting once a week from 9/20/21-2/7/22, \$500 stipend.

Science Fair Club - Mr. Sarbello, Meeting once a week from 9/21/21-1/13/21, \$500 stipend

Elsinboro School Newspaper - Mrs. Simms, Meeting once a week from 9/23/21-6/10/21 -

Mrs. Simms will receive an hourly stipend rate of \$25 per hour.

Both programs are eligible to be covered under the CARES II grant.

Summer Math/Reading Challenge

The additional \$250 stipend to Bethany Hannah for the implementation of the Summer Math/Reading Challenge for 2021. Note: This program is eligible to be covered under the CARES II grant. (*Abstain: Mrs. Weber*)

Workshop Participation

The following workshop participation:

STAFF	LOCATION	WORKSHOP	DATES	COST	SUB COST	MILEAGE
Aimee Henry	Virtual	Foundations Level 1	9/24/21	\$289	\$90	N/A

Field Trips

The 8th grade and Mrs. Lombardi to visit the Salem County Vocational Technical School on Monday, November 22, 2021. The Vocational School will provide bussing, picking up the students at 8:30 a.m. and arriving back by 11:00 a.m.

PERSONNEL – SUPPORT

Glennnda Nelson and Sharon Simms as part-time SACC workers for the 21-22 school year at \$14.00 per hour.

OTHER BUSINESS

Nurses Standing Orders 2021-2022

The Nurses Standing Orders for 2021-2022 as attached. A copy of the orders will be on file in the Nurse's office and in the Business Office.

Use of Facilities

The use of the building by the Salem Exchange Club on Friday, October 15, 2021 for distribution of Chicken BBQ Dinners.

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The use of the parking lot for Trunk or Treat sponsored by the Elsinboro Township Development Committee. Hot chocolate and cookies will be served at no cost.

Adopt District Curriculum

The adoption of the New Jersey Student Learning Standards (NJSLS), aligned with the district curriculum, which includes resources (textbooks, online subscriptions, workbooks, etc.) as listed below for the 2021-2022 school year as per the recommendation of the CSA:
Art, Technology, Family Life/Health, Language Arts Literacy, Mathematics, Physical Education, Science, Social Studies, Visual/Performing Arts and World Language (Spanish) and Career Education

SSDS

The School Safety Data System report period 2 (Jan 1-June 30, 2021, noting 2 incidents, 2 alleged and 2 confirmed, 2 HIB trainings and 2 HIB Programs.

Uniform Memorandum of Agreement

The Uniform Memorandum of Agreement between education and law enforcement officials as mandated. The agreement is currently in place in the district for 2021-2022.

HIB Report - Acknowledgement

The Chief School Administrator's monthly Harassment, Intimidation and Bullying Report for **September 2021** as presented:

HIB Investigations:
Reported: 0
Completed: 0
Number of incidents ruled as Harassment, Intimidation or Bullying: 0
Number of incidents ruled as not falling under the HIB provisions: 0

Policies for Approval

The reading of the following policy:

CODE	POLICY	STATUS
5141.10	Face Coverings	First Reading

Business Administrator/Board Secretary Appointment

The appointment of Melanie M. Allen as Business Administrator/Board Secretary effective September 20, 2021 and until the next reorganization meeting to be held on January 5, 2022.

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

Motions Carried 6-0-0

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

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OTHER BUSINESS

Policies for Approval

The reading of the following policy:

CODE	POLICY	STATUS
5141.11	Vaccination and Testing	First Reading

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

NO: Mr. Carlson

Motion Carried 5-1-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

Motion made by Mrs. Weber, second by Mr. Stepler to approve the following as presented by the 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 **July 31, 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 July 31, 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 month ending **July 31, 2021**.

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 **August 31, 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.

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Cash Reconciliation Report

The cash reconciliation report for the months of July, 2021 and August, 2021.

Bills to be Paid

The bills list for September, 2021 and the payroll and agency lists for August, 2021.

Transfers

The transfers for the month of August, 2021.

GCSSSD Transportation - Contracted Bus Routes 2021-2022

The 2021-22 school year transportation for the following students:

Route	Destination	Estimated Per Diem Cost*	New/Renewal	Number of Elsinboro Students (est.)
Y1599	SCIT - WHS		New	2
Y1184	SCSSSD -Regional Day		Renewal	1

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

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

- September Calendar-none
- Fire Drill- Friday, September 17, 2021, 10:15 a.m., 1 min., 18 sec., 116 students, 22 staff, cloudy, 70 degrees, station #1
- Enrollment - Elsinboro Enrollment 2021-2022
- COVID 19 - testing information - The district will offer onsite testing for unvaccinated staff in compliance with the October 18, 2021 deadline.
- Open House - The event was held on September 16, 2021 and was moved indoors due to inclement weather.

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PRESIDENT'S REPORT

COMMUNICATIONS TO THE BOARD

- Email from Amber McLaughlin, parent
- Email from Peggy Nicolosi/Michael Gorman, EdD - Feasibility Study Review Committee

OLD BUSINESS

- The Business Administrator provided updates on the following ongoing projects: air conditioning in the gym, pole barn and parking lot, and generator.

COMMITTEE REPORTS

- The Building and Grounds Committee will have a meeting before the next board meeting to discuss the parking lot and pole barn projects.

FYI - Next meeting Monday, October 18, 2021. (third Monday)

ADJOURNMENT

Motion by Mrs. Weber, second by Mrs. Galasso, that there being no further business to be brought before the Board, the meeting be adjourned at 7:03 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 6-0-0

Respectfully submitted,

Melanie M. Allen
Business Administrator/Board Secretary