

KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

AGENDA FOR REGULAR MEETING – July 18, 2017

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

Mrs. Smith called the meeting to order at 7:18 p.m.

Flag Salute

Mrs. Smith invited everyone to join her in the flag salute.

Roll Call

Present: Mrs. Dawn Bates, Mr. Don Biery, Mr. Randy Dolinsky, Mrs. Joann McCormack, Mrs. Kate McGuinness (7:43 p.m.), Mrs. Rhonda Moritz, and Mrs. Tammy Smith.

Absent: Mrs. Dawn Sullivan.

Others: Mrs. Jeannine DeFalco, Superintendent, Mr. Michael Brennan, Business Administrator, Mr. Dally, & Mrs. Reber.

Correspondence

Mr. Brennan read a thank you note from Mrs. Perry thanking the Board, Mr. Brennan, Mrs. Carroll, and Mrs. DeFalco for their continued support of supply reimbursement for her classroom.

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

None.

Superintendent's Report

Mrs. DeFalco gave the following report:

* KUDOS: Mrs. Kim Reber was recently earned funding for her classroom project that was called "Knowlton Go and Create." Her items acquired through the funding were: plank set, brain builders, Ozobots, Osmo Coding and appropriate storage containers. These items will be utilized in the makerspace she has created in our media center. The Osmo coding will be utilized first in our Extended School Year Program. Congratulations on receiving funding through Donorschoose.org.

* MOA: The New Jersey Departments of Education and Law and Public Safety are currently in the process of revising the Memorandum of Agreement between Education and Law Enforcement (MOA) for the 2017-2018 school year in an effort to more clearly communicate for school officials the difference between mandatory referrals to law enforcement and voluntary referrals. Districts have been advised to withhold any plans to conduct the 2017-2018 annual review of the MOA until the revised MOA is released which is anticipated to be in November of 2017.

* HIB Self Assessment: Each school district in New Jersey must complete a School Self-Assessment for Determining grades under the Anti-Bullying Bill of Rights Act. Both Dana and I complete the surveys independently then meet to review and compare rankings. Our final score for submission is 74 out of 78 possible points.

* HIB Reporting: Over the course of reporting period 2 (January 1 – June 30 2017, Knowlton Township Elementary had 0 HIB investigations and Incidents. Data will be submitted and certified to the state tomorrow.

* Every Student Succeeds Act: On July 31st, I will attend a hands-on session will allow school districts to work on the fiscal and programmatic components of their FY 2018 Every Student Succeeds Act (ESSA) Consolidated Subgrant applications while staff members from the Office of Grants Management (OGM), program offices and county offices are present to provide technical assistance and answer fiscal and programmatic questions.

Board Secretary's Report

Mr. Brennan gave the following report:

* An update was provided on the available Board of Education seats for the upcoming November election. Knowlton BOE has two seats available a 3 year term and a 1 year unexpired term.

* An annual cost savings analysis of \$64,680 was presented regarding the 2018 purchase of the wheelchair bus through the Hunterdon County Educational Services Commission.

Facilities:

- * Provided a construction overview of the two catch basins that will be repaired in the front of the school as well as the small paving repair at the East Wing entrance.
- * Painting has been completed in the library, CST office, & guidance office.
- * Notified Board that our John Deere tractor has arrived.

MOTIONS

1. Aide Contract

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to offer an employment contract to Samantha Newton, as a part time (4 hours per day, M-F) Preschool classroom aide at the annual salary of \$8,600 from September 1, 2017 to June 30, 2018, as recommended by the Superintendent.

2. Bus Aides

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to approve designated KTES aide or administrator to accompany students #1658 and #1855 during both the AM and PM routes.

3. Award Food Service Management Contract

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to award Maschio's Food Services, Inc. as the food service management company for 2017-18 at an annual management fee of \$7,721.00. Maschio's guarantees a no cost or breakeven food service operation, including the management fee.

4. Approval of Breakfast and Lunch Prices for 2017-2018

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to approve the lunch prices for 2017-18 as follows:

Student breakfast	\$1.50
Staff breakfast	\$2.00
Student lunch	\$2.75
Extra entrée	\$1.85
Adult lunch	\$3.25
Salad bar	\$2.85
Ala Carte	\$.60
Milk	\$.45
Reduced Lunch	\$.40

5. Approve 2018 HCESC Wheelchair Bus Purchase

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to approve the purchase of a 2018 Thomas wheelchair bus through the Hunterdon County Educational Services Commission with a cost of \$67,664.68.

6. Approve IDEA Federally Funded Grant Position for 2017-2018

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to approve the following Federally Funded Grant allotments for 2017-18, with estimated amounts to be charged to the grant:

IDEA Basic	Aide Salary/Instructional Supplies/OT/PT	\$51,577.00
IDEA Preschool	PSD Aide Salary/Instructional Supplies	\$ 6,228.00

7. Approve Science Curriculum

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to approve the Knowlton Township Elementary School revised K-6 Science Curriculum to be implemented in the 2017-2018 school year.

8. Approve Updated Policy 5141.4

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to approve updated policy 5141.4 **Missing, Abused and Neglected Children**.

9. EVVRS/HIB-ITP Semi-Annual Report

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to approve the 2016-17 EVVRS/HIB-ITP data for reporting period 2.

10. Approve Anti-Bullying Bill of Rights Self Assessment

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to approve the attached Anti- Bullying Bill of Rights Self Assessment for submission and certification as required.

11. Approve Budget Line-Item Transfers

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to approve the attached 2016-2017 budget line-item transfers for the time period of June 20, 2017 through June 30, 2017 with a total of \$96,577.01 for Fund 11.

12. Approve combined bill lists for June and July

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously by roll call vote to approve the combined bill lists for payment as follows: Combined bill lists for June 2017 and July 2017 with an total of \$283,980.20.

13. Approve Minutes

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to approve the Regular Session Minutes of June 19, 2017.

14. Approve Executive Minutes

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to approve the Executive Session Minutes of June 19, 2017.

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 June 30, 2017 (Policy 6820).

Board Secretary

Date

15. Accept Report of the Secretary and Report of the Treasurer

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to accept the monthly A-148 Secretary's Report for the month ended June 30, 2017 and the A-149 Treasurer of School Monies Report for the month ended June 30, 2017 in compliance with the N.J.A.C. 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 N.J.A.C. 6A:23A-16.10(c).

Old Business

Mrs. McCormack asked if there were any further updates about before and after school care. The Board discussed daycare options. Mike's Tikes was mentioned as a possible option for Knowlton students'.

New Business

None.

Upcoming Meetings

August 28, 2017: Board Meeting, 7pm

September 25, 2017: Board Meeting, 7pm

Adjournment

A motion was made by Mr. Biery seconded by Mrs. Bates and carried unanimously to adjourn the meeting at 8:07 pm.

Respectfully submitted,

Michael Brennan, MBA
Business Administrator/Board Secretary

Approved:

Board Retreat Agenda

- I. Dinner and General Discussion on Board/Admin Accomplishments for 2017-2018
 - How did we do against our shared goal? (Mandatory board self-assessment)
 - What went well, what could have been done better? (Individual assessment)
 - How did we perform as a group or committees and as a whole board?

- II. Creation of 2017-2018 goals and structure to support achievement of goals
 - Do we want one or multiple shared goals for the board and admin?
 - Input by current committee type, what are the top things for next year?

- III. Topics for Board discussion
 - Merit Goals for CSA
 - Board Structure

- IV. Confirmation of BOE Calendar.