

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, FEBRUARY 13, 2020 IN THE AURA ELEMENTARY SCHOOL MEDIA CENTER.

Purpose: 2019-20 SCHOOL YEAR REGULAR BOARD MEETING FOR FEBRUARY
SEE PAGE (S) _____ OF MINUTES AGENDA

Special Note: THE MEETING APPROVED AND PRE-SCHEDULED BEGAN 7:00 P.M.

Board Mem.	Ms. Danielle Bland - Absent	Mrs. Angelique Stoney-Siplin
Pres.	Mr. Wayne Howard	Ms. Courtney Vance - Absent
	Mr. J. Wilson Hughes, Jr.	Vacant
	Ms. Cheryl Potter	Mrs. Jennifer Wirtz
	Mrs. Mary Snively	

Admin. Pres. Dr. Piera Gravenor, Superintendent, Mr. Joseph Collins, Business Administrator/Board Secretary and Dr. Melissa Williams, Assistant Superintendent

Statement: As Board President of the Elk Township Board of Education, I hereby certify that all provisions of the "Open
Regular Public Meeting Law" P.L. 1975, Chapter 231, have been met. Notice of this meeting was mailed to "The South
Session: Jersey Times", "The Sentinel", as well as to the Municipal Clerk of Elk Township.

Pledge: Mr. J. Wilson Hughes, Jr. led the Pledge of Allegiance.

Mission Statement: Mr. J. Wilson Hughes, Jr. read the below statement:

We strive to educate students and assist them in realizing their full potential as responsible, productive, contributing members of society by providing an educational environment in which students are challenged, differences are valued, and excellence is expected.

MINUTES:

Aprv. Minutes: Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin to approve the Regular minutes of January 9, 2020

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

COMMUNICATIONS/ PRESENTATIONS:

Mr. Wayne Murschell presented Mrs. Kerry Kramme as the Aura School Teacher of the Year
Mrs. Kerry Kramme thanked the Board for the honor of being named Teacher of the Year

Mr. Wayne Murschell presented the SSDS report

CITIZENS:

Aprv. Open First Public Portion: Motion by Mrs. Angelique Stoney-Siplin seconded by Mrs. Jennifer Wirtz to open the first public portion

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Aprv.
Close First
Public Portion:

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Jennifer Wirtz to close the first public portion

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland – Absent
Ms. Courtney Vance – Absent
Vacant

Motion carried unanimously

COMMITTEES:

PERSONNEL - Mrs. Jennifer Wirtz

(all hiring is pending completion of required state paperwork)

Aprv. C.
Verechia Sub.
Nurse 19-20:

Based upon the recommendation of the Superintendent approved Carol Verechia as a substitute nurse at a previously approved rate for the 2019-2020 school year

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland – Absent
Ms. Courtney Vance – Absent
Vacant

Motion carried unanimously

Aprv. LOA:

Based upon the recommendation of the Superintendent approved the following leave of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>	<u>Sick Days</u>
Denise Pierce (CST)	Intermittent 1/14/2020 through 6/19/2020	N/A	1/14/2020 through 6/19/2020 <i>(Benefit 12 weeks)</i>	Unpaid leave 1/14/2020 through 6/19/2020

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland – Absent
Ms. Courtney Vance – Absent
Vacant

Motion carried unanimously

POLICY – Mrs. Jennifer Wirtz

None

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. D.
Cuevas

Based upon the recommendation of the Superintendent approved Daisy Cuevas to complete Bilingual (Spanish) Speech Evaluations at the rate of \$500 per evaluation

Bilingual
Speech Eval:

Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland - Absent
Mr. Wayne Howard – Yes
Mr. J. Wilson Hughes, Jr. - Yes
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - Yes
Mrs. Courtney Vance - Absent
Vacant
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv.
BCSSSD to
Preform Evals:

Based upon the recommendation of the Superintendent approved Burlington County Special Services School District to perform Speech Language Evaluations, Psychological Evaluations and Learning Evaluations at a rate of \$795 per evaluation

Motion by Ms. Cheryl Potter, seconded by Mrs. Mary Snively

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland - Absent
Mr. Wayne Howard – Yes
Mr. J. Wilson Hughes, Jr. - Yes
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - Yes
Mrs. Courtney Vance - Absent
Vacant
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. Clinics/
Workshops:

Based upon the recommendation of the Superintendent approved the following clinics/workshops as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Date</u>	<u>Reg. Fee</u>	<u>Mileage & Tolls</u>	<u>Total</u>
+Wayne Murschell, Brooke Tharp, Brian Cogle & Dina Holmes	Rowan University Camden, NJ	Climate Team Learning Lab	2/05/2020 & 2/06/2020	\$ 0.00	\$ 24.00	\$ 24.00
					\$ 55.08	\$ 55.08
					\$ 24.00	\$24.00
					\$24.00	\$ 24.00
Brooke Tharp	Rowan University	Rethinking Autism	4/30/2020	0.00	0.00	0.00

^ Paid for by Title II + Paid for by the Climate Grant

Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland - Absent
Mr. Wayne Howard – Yes
Mr. J. Wilson Hughes, Jr. - Yes
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - Yes
Mrs. Courtney Vance - Absent

Vacant
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mr. Wayne Howard

Aprv.
Secretary's
Report:

Approved Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 2019. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

On File Superintendent's Office

Motion by Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Aprv.
Treasury
Report:

Approved the Treasurer Report in accordance with 8A:17-36 and 18A:17-9 for the month of Decmber 2019. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2019.

See Page(s) _____ of minutes

Motion by Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Aprv.
Secretary
Certification:

Approved the Board Secretary Certification, in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 which certifies that there are no changes in anticipated revenue amounts or revenue sources.

Motion by Mr. Wayne Howard, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Aprv.
BOE
Certification:

Approved Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or funds have been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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Motion by Mr. Wayne Howard, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Aprv.
Transfer
Report:

Based upon the recommendation of the Superintendent approved the December 2019 Transfer Report.

See Page(s) _____ of minutes

Motion by Mr. Wayne Howard, seconded by Mrs. Cheryl Potter

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mr. Wayne Howard – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Ms. Cheryl Potter - Yes

Mrs. Mary Snively - Yes

Mrs. Angelique Stoney-Siplin - Yes

Mrs. Courtney Vance - Absent

Vacant

Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv.
Monthly Bill
List:

Based upon the recommendation of the Superintendent approved the monthly bill list as distributed:

- | | |
|------------------------|---------------|
| 1. General Bill List | \$ 211,527.71 |
| 2. Hand Check | \$ 11,956.79 |
| 3. Cafeteria Bill List | \$ 12,979.63 |

See Page(s) _____ of minutes

Motion by Mr. Wayne Howard, seconded by Mrs. Cheryl Potter

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mr. Wayne Howard – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Ms. Cheryl Potter - Yes

Mrs. Mary Snively - Yes

Mrs. Angelique Stoney-Siplin - Absent

Mrs. Courtney Vance - Yes

Vacant

Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv.
Carryover
Funds:

Based upon the recommendation of the Superintendent approved the carryover funds for the following grants as listed:

- | | |
|-------------|-------------|
| 1. Title I | \$ 3,673.00 |
| 2. Title II | \$ 2,636.00 |

Motion by Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes Jr.

Aprv. Facility
Use Requests:

Based upon the recommendation of the Superintendent approved the following facility requests as listed:

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Aura Home & School	All Purpose Room Library	3/03/2020 3/17/2020 3/24/2020	3/3 & 3/17 until 5:00 pm 3/24 5:00 pm - 9:00 pm

(All facility requests are pending proper insurance certificates)

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Mary Snively

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

CAFETERIA – Mrs. Angelique Stoney-Siplin

Aprv. Cafeteria
Report:

Based upon the recommendation of the Superintendent approved the December 2019 cafeteria report as listed:

Total Income	\$ 7,745.17
Total Expense	\$ (9,494.42)
Net Income or (Loss)	\$ (1,749.25)
Average Daily Attendance	292
Average Daily Participation	149
Percentage of Participation	51%

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

TRANSPORTATION - Mrs. Angelique Stoney-Siplin

None

SUPERINTENDENT'S REPORT

Aprv.
HIB Reports:

Based upon recommendation of the Superintendent approved the December 2019 HIB report.

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland – Absent
Ms. Courtney Vance – Absent
Vacant

Motion carried unanimously

Aprv.
Board Reports:

Based upon recommendation of the Superintendent acknowledge the receipt of the following reports as listed:

- Enrollment
- Staff Attendance
- Nurse’s Report
- HIB Report – January 2020
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

Fire Drill	01/02/2020	2:28 pm
Lockout Drill	01/30/2020	10:18 am

Motion by Ms. Cheryl Potter, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland – Absent
Ms. Courtney Vance – Absent
Vacant

Motion carried unanimously

Aprv. Field
Trips:

Based upon recommendation of the Superintendent approved the following field trips in accordance with our fee schedule and educational significance as listed:

<u>Date</u>	<u>Name/Location</u>	<u>Grade/Time</u>
2/28/2020	Delsea Regional High School ("Read Across America")	2nd Grade 9:15 am - 11:45 am
4/03/2020	Academy of Natural Science Philadelphia, PA	1st Grade 8:45 am - 1:00 pm
5/21/2020	Delsea Regional High School (Track & Field Day)	6th Grade 9:00 am - 2:00 pm
5/28/2020	Philadelphia Zoo Philadelphia, PA	3rd Grade 9:00 am - 2:00 pm
5/29/2020	Adventure Aquarium Camden, NJ	Kindergarten 9:00 am - 2:00 pm
6/03/2020	Historic Philadelphia Philadelphia, PA	6th Grade 8:45 am - 2:00 pm
6/05/2020	Storybook Land Egg Harbor Township, NJ	Pre-K 8:30 am - 2:00 pm

6/05/2020	Delsea Middle School (Middle School Tour)	6th Grade 9:00 am - 11:00 am
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Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
 Ms. Danielle Bland – Absent
 Ms. Courtney Vance – Absent
 Vacant

Motion carried unanimously

Aprv. 19-20
NSP:

Based upon recommendation of the Superintendent approved the Nursing Services Plan 2019-2020

See Page(s) _____ of minutes

Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
 Ms. Danielle Bland – Absent
 Ms. Courtney Vance – Absent
 Vacant

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Mrs. Snively informed the Board that a Legislative Day will be sponsored by NJSBA on June 4, 2020. She also spoke about the possibility of teachers being required to take mental health classes each year.

Mr. Hughes also spoke to the Board about potential legislation that would pilot Salem County as one county wide school district. Plans to establish that has yet to be distributed.

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

Ms. Potter spoke to the Board about the State examining the consolidation of all non K-12 school Districts. She also reviewed the latest GCSBA meeting entitled “Board Room to Classroom, What is equality/how is it applied”. The program was very well done and informative.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

Aprv. ECert:

Based upon recommendation of the Superintendent approved the Certification of Compliance with Federal and State Law Respecting the Reporting of Compensation for Certain Employees for the calendar year ending December 31, 2019 - ECert1

See Page(s) _____ of minutes

Motion Mrs. Mary Snively, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
 Ms. Danielle Bland – Absent
 Ms. Courtney Vance – Absent
 Vacant

Motion carried unanimously

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS

Aprv.
Open Second
Public Portion:

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Angelique Stoney-Siplin to open the second public portion

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland – Absent
Ms. Courtney Vance – Absent
Vacant

Motion carried unanimously

Aprv.
Close Second
Public Portion:

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Angelique Stoney-Siplin to close the second public portion

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Ms. Danielle Bland – Absent
Ms. Courtney Vance – Absent
Vacant

Motion carried unanimously

Executive Session:

Aprv. –
Open
Executive
Session
7:56 p.m.

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Mary Snively to enter into the executive session to discuss matters as listed.

**ELK TOWNSHIP SCHOOL DISTRICT 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 Elk Township 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 the conclusion of closed session, at approximately 8:35 p.m. this evening.

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

- 1. Legal Matters

BE IT FURTHER RESOLVED that the Board of Education hereby declares that it’s discussion of the aforementioned subject(s) may be made public at a time 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 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.

I, Joseph Collins, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Elk Township School District Board of Education at their meeting held on February 13, 2020.

Joseph M. Collins,
School Business Administrator/Board Secretary

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Aprv. - Close
Executive
Session
8:35 p.m.:

Motion Mrs. Angeliqe Stoney-Siplin., seconded by Mrs. Jennifer Wirtz to close executive session

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Adjourn
meeting
8:36p.m.:

Motion by Mrs. Angeliqe Stoney-Siplin, seconded by Ms. Cheryl Potter that the meeting be adjourned at 8:36 p.m.

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Ms. Courtney Vance – Absent

Vacant

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary