

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, MARCH 12, 2020 IN THE AURA ELEMENTARY SCHOOL MEDIA CENTER.

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

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

Board Mem.	Ms. Danielle Bland	Mrs. Angelique Stoney-Siplin
Pres.	Mr. Wayne Howard	Ms. Courtney Vance
	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: Mrs. Mary Snively 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 Mrs. Angelique Stoney-Siplin, seconded by Mrs. Mary Snively to approve the February 13, 2020

1. Regular Session
2. Executive Session

Voice Vote:

Yes – 6 No – 0 Abstentions – 2

Ms. Danielle Bland – Abstain

Ms. Courtney Vance - Abstain

Vacant

Motion carried

COMMUNICATIONS/ PRESENTATIONS:

None

CITIZENS:

Aprv. Motion by Mrs. Danielle Bland, seconded by Ms. Cheryl Potter to open the first public portion

Open First

Public Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Vacant

Motion carried unanimously

Aprv. Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin to close the first public portion

Close First
Public Portion:

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Vacant

Motion carried unanimously

COMMITTEES:

PERSONNEL - Mrs. Jennifer Wirtz
(all hiring is pending completion of required state paperwork)

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>
Kristen Molinari	2/20/2020 through 6/19/2020 9/01/2020 through 10/22/2020	5/08/2020 through 5/21/2020 (Benefit 4 weeks)	5/22/2020 through 6/19/2020 9/01/2020 through 10/22/2020 (Benefit 12 weeks)	Paid Leave: 2/20/2020 through 5/07/2020 (Benefit 10 weeks) Unpaid Leave: 5/08/2020 through 6/19/2020 9/01/2020 through 10/22/2020

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

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Vacant

Motion carried unanimously

Aprv. S. Schmittinger Sub Nurse: Based upon the recommendation of the Superintendent approved Sandra Schmittinger as a substitute nurse at a previously approved rate for the 2019-2020 school year

Motion by Mrs. Jennifer Wirtz, seconded by Ms. Cheryl Potter

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Vacant

Motion carried unanimously

POLICY – Ms. Danielle Bland
None

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. Rowan Students Practicum: Based upon the recommendation of the Superintendent approved the following Rowan University students for the practicum in teaching and learning as listed:

<u>Name</u>	<u>Course/Requirement</u>	<u>Semester</u>
Joshua Taylor	Elementary Health & Physical Education	Fall 2020

	Clinical Practice I Clinical Practice II	10/21/2020 - 12/09/2020 Spring 2021 1/19/2021 - 3/12/2021
Ciera Scire	Elementary Music Clinical Practice I Clinical Practice II	Fall 2020 10/28/2020 - 12/09/2020 Spring 1/19/2021 - 3/12/2021

Motion by Ms. Cheryl Potter, seconded by Ms. Danielle Bland

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Vacant

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</u>	<u>Total</u>
Sondra Chacker Sonya Cramer Terri Fleming	Rowan University Glassboro, NJ	Rethinking Autism	4/30/2020	\$ 0.00	\$ 0.00	\$ 0.00
Marc Haro	Rutgers University Piscataway, NJ	Bringing Power of Immunizations into Focus	5/28/2020	\$ 55.00	\$ 0.00	\$ 55.00

^ Paid for by Title II

Motion by Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Danielle Bland - Yes

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 - Yes

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 January 2020. 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 Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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 January 2020. The Treasurer's Report and Secretary's Report are in agreement for the month of January 2020.

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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 – 8 No – 0 Abstentions – 0

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. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Vacant

Motion carried unanimously

Aprv.
Transfer
Report:

Based upon the recommendation of the Superintendent approved the January 2020 Transfer Report.

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Danielle Bland - Yes

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 - Yes
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 \$ 333,761.45
2. Hand Check \$ 11,398.18
3. Cafeteria Bill List \$ 10,213.11

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Danielle Bland - Yes
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 - Yes
Vacant
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes Jr.
None

CAFETERIA – Mrs. Courtney Vance

Aprv. Cafeteria Report: Based upon the recommendation of the Superintendent approved the January 2020 cafeteria report as listed:

Total Income	\$ 14,643.71
Total Expense	\$ (14,299.92)
Net Income or (Loss)	\$ 343.79
Average Daily Attendance	303
Average Daily Participation	177
Percentage of Participation	58%

Motion by Mrs. Courtney Vance, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Vacant

Motion carried unanimously

TRANSPORTATION - Mrs. Angelique Stoney-Siplin
None

SUPERINTENDENT'S REPORT

Aprv.
HIB Reports:

Based upon recommendation of the Superintendent approved the January 2020 HIB report.

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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 – February 2020
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

Fire Drill	02/03/2020	10:40am
Lockdown Drill	02/24/2020	9:32 am

Motion by Ms. Danielle Bland, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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>
5/14/2020	Citizens Bank Park Philadelphia, PA	4th Grade 9:00 am - 1:30 pm
6/08/2020 and 6/09/2020	Delsea High School (Moving Up Ceremony Practice)	6th Grade 9:00 am - 12:00 pm

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Vacant

Motion carried unanimously

Aprv. District
School
Calendar:

Based upon recommendation of the Superintendent approved the 2020-2021 District School Calendar

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Vacant

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Mrs. Mary Snively stated that the State of New Jersey has introduced new bills with connection to the cafeteria

These bills would cover such things as children approved for reduced lunch would no longer be responsible for the \$0.40 cost, kids with balances would still receive the same meal options, and a State run lunch fund for account balances

Mrs. Mary Snively stated that there is also a bill to once again begin teaching Civics

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

None

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

Aprv. SEMI
Waiver:

Based upon recommendation of the Superintendent approved the request to be granted a waiver from the Special Education Medicaid Initiative

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Motion by Mrs. Jennifer Wirtz, seconded by Ms. Danielle Bland

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Vacant

Motion carried unanimously

OLD BUSINESS

None

NEW BUSINESS

Dr. Piera Gravenor updated the Board on the discussion about the Corona Virus.

Dr. Piera Gravenor stated that at this time E-Learning is in place and that all plans and procedures will be practiced during the 2 hour delay

Mr. Wayne Murschell discussed how Aura planned to use E-Learning

Mrs. Terry Fleming updated the Board on her experiences with E-Learning

Mrs. Angelique Stoney-Siplin along with Mrs. Jennifer Wirtz both stated that their children did very well with the E-Learning

CITIZENS

Aprv.
Open Second
Public Portion:

Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin to open the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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 – 8 No – 0 Abstentions – 0
Vacant

Motion carried unanimously

Adjourn
meeting
7:54pm.:

Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Danielle Bland that the meeting be adjourned at 7:54 p.m.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Vacant

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary