

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, APRIL 11, 2019 IN THE AURA ELEMENTARY SCHOOL MEDIA CENTER.

Purpose: 2018-19 SCHOOL YEAR REGULAR BOARD MEETING FOR APRIL
SEE PAGE (S) _____ OF MINUTES AGENDA

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

Board Mem.	Mrs. Mary Spring	Mrs. Jennifer Wirtz
Pres.	Mrs. Danielle Bland	Ms. Cheryl Potter
	Mr. Matthew Carelli	Mrs. Mary Snively
	Mr. Kevin French – Absent	Mrs. Angelique Stoney-Siplin
	Mr. J. Wilson Hughes, Jr.	

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: Mrs. Mary Spring led the Pledge of Allegiance.

MINUTES:

Aprv. Minutes: Motion by Mrs. Mary Snively, seconded by Mr. Matthew Carelli to approve the Regular minutes of March 14, 2019

Voice Vote:

Yes – 6 No – 0 Abstentions – 2

Kevin French - Absent

Mrs. Danielle Bland - Abstain

Mrs. Angelique Stoney-Siplin - Abstain

Motion carried unanimously

Aprv. Special Minutes: Motion by Mrs. Mary Snively, seconded by Mr. Matthew Carelli to approve the Special Meeting minutes of March 19, 2019

Voice Vote:

Yes – 6 No – 0 Abstentions – 2

Kevin French - Absent

Mrs. Danielle Bland - Abstain

Mrs. Angelique Stoney-Siplin - Abstain

Motion carried unanimously

COMMUNICATIONS/ PRESENTATIONS:

Ms. Ryan Malloy and Ms. Melissa Tanski spoke to the Board about the recently held Coriell Science Fair
Michael Jusko presented to the Board his Science Fair Project which took first place at the Coriell Science Fair

Ms. Eshe Price presented the School Performance Report form the 17-18 school year

CITIZENS:

Aprv. Open First Public Portion: Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Jennifer Wirtz to open the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Mrs. Michelle English Home & School President informed the Board that the Home & School Association have hosted three assemblies this year

Mrs. Michelle English informed the Board that a clothing drive will be held on June 1st.

She also informed the Board that participation and donations are significantly lower than in the past

Mr. Nick DeSilvio Franklin Township Board of Education member was recognized for attending the Elk Township Board of Education meeting

Aprv.
Close First
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr, seconded by Mrs. Jennifer Wirtz to close the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL - Mrs. Jennifer Wirtz

(all hiring is pending completion of required state paperwork)

Aprv. Sub.
Nurses:

Based upon the recommendation of the Superintendent approved the following substitute nurses effective April 12, 2019 as listed:

1. Jacqueline Olmo
2. Loretta DeStefano-Micarelli
3. Chelsi Biener
4. Amanda Keener

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Aprv. M. Haro
Degree
Change:

Based upon the recommendation of the Superintendent approved the change in degree status for the following staff, effective April 1, 2019 as listed:

<u>Name</u>	<u>Step</u>	<u>From</u>	<u>To</u>
Marcos Haro	17	BA	BA+15

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Aprv. J. Colon
English
Language
Tutor:

Based upon the recommendation of the Superintendent approved Jessica Colon as a English language tutor for the 2019 SWAG program

Motion by Mrs. Jennifer Wirtz, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Aprv. K.
Melnick ESY
Teacher:

Based upon the recommendation of the Superintendent approved Kellie Melnick as a teacher for the 2019 ESY Program

Motion by Mrs. Jennifer Wirtz, seconded by Mr. Matthew Carelli

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

POLICY – Mrs. Angelique Stoney-Siplin

Aprv. Policies:

Based upon the recommendation of the Superintendent approved on first reading the following policies as listed:

Policy # 5600	Student Discipline/Code of Conduct (M)
Reg. # 5600	Student Discipline/Code of Conduct (M)
Policy # 5611	Removal of Students for Firearms Offenses (M)
Reg. # 5611	Removal of Students for Firearms Offenses (M)
Policy # 5612	Assaults on District Board of Education Members or Employees (M)
Reg. # 5612	Assaults on District Board of Education Members or Employees (M)
Policy # 5613	Removal of Students for Assaults with Weapons Offenses (M)
Reg. # 5613	Removal of Students for Assaults with Weapons Offenses (M)
Policy # 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses (M)
Reg. # 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses (M)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

None

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mr. Matthew Carelli

Aprv.
Secretary’s
Report:

Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 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.

Motion by Mr. Matthew Carelli, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

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

Motion by Mr. Matthew Carelli, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

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. Matthew Carelli, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

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.

Motion by Mr. Matthew Carelli, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Aprv. February Transfer Report: Based upon the recommendation of the Superintendent approved the February Transfer Report

Motion by Mr. Matthew Carelli, seconded by Mrs. Angelique Stoney-Siplin

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Spring – Yes

Mrs. Jennifer Wirtz - Yes

Mrs. Danielle Bland - Yes

Mr. Matthew Carelli - Yes

Mr. Kevin French – Absent

Mr. J. Wilson Hughes, Jr. - Yes

Ms. Cheryl Potter – Yes

Mrs. Mary Snively - Yes

Mr. Angelique Stoney-Siplin - 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	\$ 173,630.38
2. Hand Check	\$ 13,483.62

Motion by Mr. Matthew Carelli, seconded by Mrs. Mary Snively

Roll Call Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mrs. Mary Spring – Yes
- Mrs. Jennifer Wirtz - Yes
- Mrs. Danielle Bland - Yes
- Mr. Matthew Carelli - Yes
- Mr. Kevin French – Absent
- Mr. J. Wilson Hughes, Jr. - Yes
- Ms. Cheryl Potter – Yes
- Mrs. Mary Snively - Yes
- Mr. Angelique Stoney-Siplin - Yes

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes Jr.

None

CAFETERIA – Ms. Danielle Bland

Aprv. Cafeteria Report:

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

Total Income	\$ 13,036.22
Total Expense	\$ (12,502.35)
Net Income or (Loss)	\$ 533.87
Average Daily Attendance	315
Average Daily Participation	199
Percentage of Participation	63%

Motion by Ms. Danielle Bland, seconded by Mrs. Mary Snively

Voice Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mr. Kevin French – Absent

Motion carried unanimously

TRANSPORTATION - Mr. Matthew Carelli

None

SUPERINTENDENT'S REPORT

Aprv. HIB Reports:

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

Motion by Mrs. Jennifer Wirtz, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mr. Kevin French – Absent

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 – March 2019
- Facility Manager's Report
- Principal's Report
- Fire Drills/Crisis Drills

Fire Drill	03/28/19	1:37 pm
Lockdown Drill	03/26/19	2:12 pm

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Kevin French – Absent

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>
5/16/19	Citizens Bank Park Philadelphia, PA	4th Grade 9:00 am - 5:00 pm
5/30/19	Philadelphia Zoo Philadelphia, PA	3rd Grade 8:45 am - 2:00 pm
5/31/19	Edelman Planetarium Rowan University	2nd Grade 9:45 am - 11:15 am
6/05/19	Storybook Land Egg Harbor Township, NJ	Pre-K 9:00 am - 2:00 pm
6/13/19	The Funplex Mt. Laurel, N.J.	Student Congress 9:00 am - 1:30 pm

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Kevin French – Absent

Motion carried unanimously

Aprv. 19-20
School
Calendar:

Recommend the Board approve the 2019-2020 School Calendar

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Kevin French – Absent

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Mrs. Mary Snively updated the Board on recent legal changes and proposals.

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

Ms. Cheryl Potter along with several other Elk Township Board Members attended the New Jersey School Board meeting held at Janvier Elementary School in Franklin Township

Ms. Cheryl Potter along with the other members that were in attendance all stated that this meeting was very informative

Ms. Cheryl Potter along with several other Elk Township Board Members attended the dual meeting work shop, at Delsea Regional, on the newly updated Superintendent Evaluation review

All members in attendance stated that the meeting was very informative

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

For the information of the Board, all Financial Disclosure Forms are due April 30, 2019

For the information of the Board, the public hearing for the Budget will be held on May 2, 2019 at 6:30 p.m.

OLD BUSINESS

None

NEW BUSINESS

Mr. J. Wilson Hughes, Jr. questioned if student attendance could be tracked by month

Mrs. Mary Spring asked if any correspondence was sent home regarding consecutive absences. Mr. Murschell informed the Board that notices were sent home.

CITIZENS

Aprv.
Open Second
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Jennifer Wirtz to open the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Aprv.
Close Second
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Angelique Stoney-Siplin to close the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Adjourn
meeting
8:08 p.m.:

Motion by Mrs. Jennifer Wirtz, seconded by Mr. J. Wilson Hughes, Jr. that the meeting be adjourned at 8:08 p.m.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Kevin French – Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary