

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, JUNE 14, 2018 IN THE AURA ELEMENTARY SCHOOL MEDIA CENTER.

Purpose: 2017-18 SCHOOL YEAR REGULAR BOARD MEETING FOR JUNE

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

Board Mem. President Mrs. Jessica Dadak
Pres. Mr. Kevin French Mrs. Jennifer Wirtz
Ms. Cheryl Potter Mrs. Mary Spring
Mrs. Mary Snively Mr. J. Wilson Hughes, Jr.
Mr. Douglas Gominger Mr. Edward Walter - Absent

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

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

Pledge: Mrs. Jessica Dadak led the Pledge of Allegiance.

MINUTES:

Aprv- Motion by Mr. Kevin French, seconded by Mr. Douglas Gominger to approve the Public Hearing Budget/Regular
Minutes: and Executive minutes of May 03, 2018

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

COMMUNICATIONS/PRESENTATIONS

Mr. Wayne Murschell presented the Principals Report

CITIZENS

Aprv. - Motion by Mr. J. Wilson Hughes Jr., seconded by Mr. Kevin French to open the first public portion
Open First

Public Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Mrs. Jean Ann Murray parent of 2 Aura students voiced her concerns in reference to a staff member and requested to speak to the Board of Education during executive session in reference to these concerns.
Mrs. Colleen Kern NJEA reminded the Board that Personnel issues cannot be discussed during public session

Mrs. Michelle English Home and School President presented the Board with complimentary calenders and thanked the Board for their continued support

Aprv. – Motion by Mr. J. Wilson Hughes Jr., seconded by Mrs. Mary Snively to close the first public portion
Close First

Public Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL COMMITTEE - Ms. Cheryl Potter
(All hiring is pending completion of required state paperwork)

Aprv. B. Mackee
Resignation: Based upon the recommendation of the Superintendent approved the resignation of Bethany Mackee, teacher - effective June 30, 2018

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. Sub. Custodians: Based upon the recommendation of the Superintendent approved the following Substitute Custodians effective June 15, 2018 as listed:

1. Brenda Brown
2. Susan Cousins

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. L. Carrozza
Kindergarten
Testing: Based upon the recommendation of the Superintendent approved Loriann Carrozza to administer the summer Brigrance testing for the incoming Kindergarten students at a rate of \$27.00 per hour

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Jessica Dadak – Yes
Mr. Kevin French – Yes
Ms. Cheryl Potter – Yes
Mr. J. Wilson Hughes, Jr. - Yes
Mrs. Jennifer Wirtz - Yes
Mrs. Mary Spring - Yes
Mr. Douglas Gominger - Yes
Mrs. Mary Snively - Yes
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. Non-Unit Vaca.
Carry Over: Based upon the recommendation of the Superintendent approved the non-unit personnel's vacation days to be carried over to the 2018-19 school year

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. K.
Hollywood
ESY Nurse:

Based upon the recommendation of the Superintendent approved the following Extended School Year (ESY) personnel for 2018-19 as listed:

1. Kim Hollywood – Nurse

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. Summer
Workshops/
Trainings

Based upon the recommendation of the Superintendent approved the following 2018 Professional Development summer workshops/trainings as listed:

Flipped & Blended Learning (Title II Funds) - 2 days - August 7th - 8th	
Ryan Malloy	Kerry Kramme
Melissa Tanski	Alex Jaraiedi
Brian Cogle	Dina Holmes
Kristen Molinari	
G Suite for Advanced Users (Title II Funds) - 2 days - August 14th - 15th	
Kerry Kramme	Alex Jaraiedi
Dina Holmes	Kristen Molinari
Tech Mentors (Title II Funds) - 3-5 days	
David Paoline	Dina Holmes
Professional Development Committee (Title II Funds) - 1 day	
David Paoline	Kristie Jacoby
Dina Holmes	Kristen Molinari
DEAC/ScIP Team - 1 day	
Ryan Malloy	Kristie Jacoby
Alex Jaraiedi	Heather Gonnelli
Transition to Standards-Based Instruction - 4th Grade (Title II Funds) - 2 days	
Kerry Kramme	Alex Jaraiedi
Transition to Standards-Based Instruction - 5th Grade (Title II Funds) - 2 days	
Ashley Davis	Heather Gonnelli

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

POLICY – Mrs. Mary Snively

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

<u>5114.1</u> (Change # to <u>5600.1</u> ONLY)	Discipline Appeal Process
<u>R5561.1</u> (Change # to <u>R5561</u> ONLY)	Use of Physical Restraint (M)
<u>6111</u> (Change # to <u>8210</u> and Revise Old)	School Year (Old policy name was School Calendar)
<u>6115</u> (Change # to <u>8820</u> and Revise Old)	Opening Exercises/Ceremonies (Old policy name was Ceremonies and Observations)
<u>6144</u> (Change # to <u>2240</u> and Revise Old)	Controversial Issues (Old policy same name)
<u>6145.3</u> (Change # to <u>5721</u> and Revise Old)	Independent Publications (Old policy name was Publications)
<u>6151</u> (Change # to <u>2312</u> and Revise Old)	Class Size (Old policy same name)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv.
Abolishment
of Policies:

Based upon the recommendation of the Superintendent approved the abolishment of the following policies as listed:

<u>6010</u>	Goals and Objectives
<u>6114</u>	Emergencies and Disaster Preparedness
<u>6142</u>	Subject Fields
<u>6142.1</u>	Family Life Education
<u>6142.10</u>	Technology
<u>6142.12</u>	Career Education
<u>6142.6</u>	Basic Skills
<u>6142.9</u>	Arts
<u>6143</u>	Curriculum Guides
<u>6143.1</u>	Lesson Plans
<u>6145.1 - 6145.2</u>	Intramural Competition: Interscholastic Competition
<u>6147</u>	Standards of Proficiency
<u>6156</u>	Instructional Planning/Scheduling
<u>6160</u>	Instructional Services and Resources
<u>6161.1</u>	Guidelines for Evaluation and Selection of Instructional Materials

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Mr. Kevin French

Aprv.
Submitting
FY19 ESEA
Application:

Based upon the recommendation of the Superintendent approved submitting the FY19 ESEA application

Motion by Mr. Kevin French, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mr. Douglas Gominger

Aprv.
Secretary's
Report:

Approved Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2018. 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. Douglas Gominger, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. -
Treasurer
Report:

Approved the Treasurer's Report in accordance with 8A:17-9 and 18A:17-36 for the month of April 2018. The Treasurer's Report and Secretary's Report are in agreement for the month of April 2018.

Motion by Mr. Douglas Gominger, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. -
Secretary
Certification:

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

Motion by Mr. Douglas Gominger, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – 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. Douglas Gominger, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. -
Transfer
Report:

Approved the April 2018 Transfer Report

Motion by Mr. Douglas Gominger, seconded by Mr. J. Wilson Hughes, Jr.

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Yes

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring - Yes

Mr. Douglas Gominger - Yes

Mrs. Mary Snively - Yes

Mr. Edward Walter – Absent

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	\$	225,862.07
2. Hand Check	\$	7,639.65
3. Cafeteria Bill List	\$	16,226.65

Motion by Mr. Douglas Gominger, seconded by Mrs. Jennifer Wirtz

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Yes

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring - Yes

Mr. Douglas Gominger - Yes

Mrs. Mary Snively - Yes

Mr. Edward Walter – Absent

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes, Jr.

None

CAFETERIA – Mrs. Jennifer Wirtz

Aprv. –
Café
Report:

Based upon the recommendation of the Superintendent approved the April 2018 cafeteria report as listed:

Total Income	\$ 14,650.82
Total Expense	(\$ 11,500.67)
Net Income or (Loss)	\$ 3,150.15
Average Daily Attendance	343
Average Daily Participation	243
Percentage of Participation	71%

Motion by Mrs. Jennifer Wirtz, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

TRANSPORTATION - Mrs. Jennifer Wirtz

Aprv. 18-19
Coop.
Transportation
Agreement:

Based upon the recommendation of the Superintendent approved participation in the 2018-19 Cooperative Transportation agreement with Gloucester County Special Services School District

Motion by Mrs. Jennifer Wirtz, seconded by Mr. Douglas Gominger

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

SUPERINTENDENT'S REPORT

Aprv. –
April HIB
Report:

Based upon the recommendation of the Superintendent approved the April 2018 HIB report as previously reported

Motion by Mr. Douglas Gominger, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – 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
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

Fire Drill	05/30/18	2:28pm
Lockdown Drill	05/31/18	2:55pm

Motion by Mr. Douglas Gominger, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Mrs. Mary Spring was recognized as a certified Board Member

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter
None

SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Joseph Collins

Aprv. Shared Services:

Based upon the recommendation of the Superintendent approved the following shared services with the Delsea Regional High School District:

1. Superintendent
2. Assistant Superintendent/Curriculum Director
3. IT Services
4. Child Study Team Director
5. Transportation Services
6. Facilities Manager
7. Business Services
8. Transportation Coordinator

Motion by Mr. Douglas Gominger, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. Shared Services:

Based upon the recommendation of the Superintendent approved sharing services with Delsea Regional High School District as listed:

1. Maintenance Mechanic
2. Educational Research Coordinator

Motion by Mr. Douglas Gominger, seconded by Mr. Kevin French

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. PG 18-19 Employment contract:

Based upon the recommendation of the Superintendent approved the 2018-19 employment contract for Dr. Piera Gravenor, Superintendent

Motion by Mr. Douglas Gominger, seconded by Mrs. Jennifer Wirtz

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Yes

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring - Yes

Mr. Douglas Gominger - Yes

Mrs. Mary Snively - Yes

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. ACES:

Based upon the recommendation of the Superintendent approved the Resolution with The Alliance for Competitive Energy Services (ACES) to purchase electrical power through a cooperative purchasing group

Motion by Mr. Douglas Gominger, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. Family
Benefits J.
Jusko:

Based upon the recommendation of the Superintendent approved Judy Jusko to be eligible for family benefits as of July 1, 2018

Motion by Mr. Douglas Gominger, seconded by Ms. Cheryl Potter

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Jessica Dadak – Yes
Mr. Kevin French – Yes
Ms. Cheryl Potter – Yes
Mr. J. Wilson Hughes, Jr. - Yes
Mrs. Jennifer Wirtz - Yes
Mrs. Mary Spring - Yes
Mr. Douglas Gominger - Yes
Mrs. Mary Snively - Yes
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. Balance
Transfer:

Based upon the recommendation of the Superintendent approved available balance transfers as of the end of the year to the Capital Reserve Account up to an amount of \$500,000

Motion by Mr. Douglas Gominger, seconded by Mr. J. Wilson Hughes, Jr.

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Jessica Dadak – Yes
Mr. Kevin French – Yes
Ms. Cheryl Potter – Yes
Mr. J. Wilson Hughes, Jr. - Yes
Mrs. Jennifer Wirtz - Yes
Mrs. Mary Spring - Yes
Mr. Douglas Gominger - Yes
Mrs. Mary Snively - Yes
Mr. Edward Walter – Absent

Motion carried unanimously

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS

Aprv. -
Open Second
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mr. Douglas Gominger to open the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. –

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mr. Douglas Gominger to close the second public portion

Close Second
Public Portion:

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Executive Session

Aprv. –
Open
Executive
Session
7:46p.m.

Motion by Mr. Kevin French seconded by Mr. Douglas Gominger 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 10:00 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. Negotiations
 - a. ETEA
 - b. Non-Unit
2. Personnel

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 June 14, 2018.

Joseph M. Collins,
School Business Administrator/Board Secretary

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. - Close
Executive
Session 10:00
p.m.:

Motion by Mr. Kevin French, seconded by Mr. Douglas Gominger to close executive session

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. Non-
Unit Salary:

Based upon the recommendation of the Superintendent approved the Non-Unit salary increases as presented

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Absent

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring - Yes

Mr. Douglas Gominger - Yes

Mrs. Mary Snively - Yes

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv.
Custodial
Agreement:

Based upon the recommendation of the Superintendent approved the Custodial Unit Agreement as presented

Motion by Ms. Cheryl Potter, seconded by Mr. Kevin French

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Absent

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring - Yes

Mr. Douglas Gominger - Yes

Mrs. Mary Snively - Yes

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. 18-19
Staff List:

Based upon the recommendation of the Superintendent approved the 2018-2019 staff as listed:

1 Mr. Wayne Murschell

2. Tenure/Non-Tenured

Motion by Ms. Cheryl Potter, seconded by Mr. Douglas Gominger

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Yes

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring - Yes

Mr. Douglas Gominger - Yes

Mrs. Mary Snively - Yes

Mr. Edward Walter – Absent

Motion carried unanimously

Aprv. -
Meeting
Adjourned
10:12 p.m.:

Motion by Mr. Kevin French, seconded by Mr. Douglas Gominger that the meeting be adjourned
10:12 p.m.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Jessica Dadak - Absent

Mr. Edward Walter – Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary