

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,  
JULY 8, 2021 AURA ELEMENTARY SCHOOL VIRTUAL MEETING.**

Purpose: 2021-22 SCHOOL YEAR REGULAR BOARD MEETING FOR JULY  
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. Mary Snively - Absent  
Pres. Mr. J. Wilson Hughes, Jr. Mrs. Angelique Stoney-Siplin  
Mrs. Joyce Massott-Burnett Ms. Courtney Vance  
Ms. Cheryl Potter Mrs. Jennifer Wirtz  
Mrs. Sarah Ruczyski

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

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. Jennifer Wirtz to approve the minutes as listed:

1. Regular Session – June 10, 2021
2. Executive – June 10, 2021

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. Special Minutes: Motion by Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz to approve the minutes as listed:

1. Special Session – June 28, 2021
2. Special Executive – June 28, 2021

Voice Vote:

Yes – 5 No – 0 Abstentions – 3  
Mrs. Joyce Massott-Burnett - Abstain  
Mrs. Angelique Stoney-Siplin - Abstain  
Mrs. Mary Snively – Absent  
Mrs. Sarah Ruczyski - Abstain

Motion carried

**COMMUNICATIONS/PRESENTATIONS**

None

**CITIZENS**

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

**COMMITTEES:**

**PERSONNEL COMMITTEE - Mrs. Jennifer Wirtz**

*(All hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding)*

Aprv. CS  
Team  
Members  
Summer  
Work:

Based upon the recommendation of the Superintendent approved the following Child Study Team members for 2021 summer work at a rate of \$150 per day as listed *(not to exceed 6 days)*:

Brooke Tharp	Denise Pierce
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Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. 20-21  
EC Stipend  
Positions:

Based upon the recommendation of the Superintendent approved the extra-curricular stipend positions per the ETEA agreement for the 2020-2021 school year as listed:

<u>Position</u>	<u>Employee</u>	<u>Stipend</u>
Home & School Liaison	Rachel Tomczak	\$525.00
Student Congress Advisor	Eileen Tharp	\$725.00
Music Coordinator	Frank Knauss	\$725.00

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. S.  
Schriver  
In-Service  
Days:

Based upon the recommendation of the Superintendent approved two In-Service work days for Scott Schriver at his current daily rate

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0  
Ms. Danielle Bland - Yes  
Mr. J. Wilson Hughes, Jr. - Yes  
Mrs. Joyce Massott-Burnett - Yes  
Ms. Cheryl Potter - Yes  
Mrs. Sarah Ruczynski - Yes  
Mrs. Mary Snively - Absent  
Mrs. Angelique Stoney-Siplin - Yes  
Ms. Courtney Vance - Yes  
Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

Aprv. Rate for  
Summer Camp  
Staff:

Based upon the recommendation of the Superintendent approved the daily rate of \$150 per day for summer camp staff

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0  
Ms. Danielle Bland - Yes  
Mr. J. Wilson Hughes, Jr. - Yes  
Mrs. Joyce Massott-Burnett - Yes  
Ms. Cheryl Potter - Yes  
Mrs. Sarah Ruczynski - Yes  
Mrs. Mary Snively - Absent  
Mrs. Angelique Stoney-Siplin - Yes  
Ms. Courtney Vance - Yes  
Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

Aprv. 21 ESY  
Tutor Rate:

Based upon the recommendation of the Superintendent approved the following tutors, at a rate of \$30 per hour, for the 2021 Extended School Year as listed:

Danielle Barbato	Kerry Kramme
Sandi Chacker	Madeline Kubik

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0  
Ms. Danielle Bland - Yes  
Mr. J. Wilson Hughes, Jr. - Yes  
Mrs. Joyce Massott-Burnett - Yes  
Ms. Cheryl Potter - Yes  
Mrs. Sarah Ruczynski - Yes  
Mrs. Mary Snively - Absent  
Mrs. Angelique Stoney-Siplin - Yes  
Ms. Courtney Vance - Yes  
Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

Aprv. D.  
Paoline 20-21  
Website  
Maintenance  
Rate:

Based upon the recommendation of the Superintendent approved David Paoline for Website Maintenance at a rate of \$25 per hour for the 2020-2021 school year

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Yes  
 Mr. J. Wilson Hughes, Jr. - Yes  
 Mrs. Joyce Massott-Burnett - Yes  
 Ms. Cheryl Potter - Yes  
 Mrs. Sarah Ruczynski - Yes  
 Mrs. Mary Snively - Absent  
 Mrs. Angelique Stoney-Siplin - Yes  
 Ms. Courtney Vance - Absent  
 Mrs. Jennifer Wirtz – Yes

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 # 2415	Every Student Succeeds Act (M)(R)
Policy # 2415.02	Title I - Fiscal Responsibilities (M)(R)
Policy # 2415.05	Student Surveys, Analysis and/or Evaluations (M)(R)
Policy # 2415.20	Every Student Succeeds Act Complaints (M)(R)
Reg. # 2415.20	Every Student Succeeds Act Complaints (M)(N)

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Joyce Massott-Burnett

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
 Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. Policy & Regulation Abolishment: Based upon the recommendation of the Superintendent approved the abolishment of the following policies as listed:

Policy # 7430	School Safety
Reg. # 7430	School Safety

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Joyce Massott-Burnett

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
 Mrs. Mary Snively – Absent

Motion carried unanimously

**CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter**

Aprv. B. Fischer 21-22 Graphic Designer: Based upon the recommendation of the Superintendent approved Brian Fischer as the graphic designer for the Climate Team from July 1, 2021 through June 30, 2022 with a stipend of \$1,100 to be paid through SCTG funds

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0  
 Ms. Danielle Bland - Yes  
 Mr. J. Wilson Hughes, Jr. - Yes  
 Mrs. Joyce Massott-Burnett - Yes  
 Ms. Cheryl Potter - Yes  
 Mrs. Sarah Ruczynski - Yes  
 Mrs. Mary Snively - Absent  
 Mrs. Angelique Stoney-Siplin - Yes  
 Ms. Courtney Vance - Yes

Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

Aprv. McRel  
Teacher Eval  
for 21-22:

Based upon the recommendation of the Superintendent approved using the McRel Teacher Evaluation System for the 2021-2022 school year

Motion by Ms. Cheryl Potter, seconded by Mrs. Joyce Massott-Burnett

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. NJ  
Principal Eval  
for 21-22:

Based upon the recommendation of the Superintendent approved using the NJ Principal Evaluation System for the 2021-2022 school year

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv.  
Acceptance of  
FY22 ESEA  
Funds:

Based upon the recommendation of the Superintendent approved acceptance of the FY22 ESEA funds

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. PD &  
Summer  
Workshops/  
Trainings for  
21:

Based upon the recommendation of the Superintendent approved the following 2021 Professional Development Summer workshops/trainings at a previously approved rate as listed:

<b>Aura Climate Grant Workshop (Climate Grant Funds) - July / August - Dates TBD</b>	
David Paoline	Marielle Walker
Dina Holmes	
<b>Professional Development Committee (Title II Funds) - 1 day - July 23, 2021</b>	
David Paoline	Dina Holmes
<b>Beyond the Basics... (Title II Funds) - 1 day August 18, 2021</b>	
Kristina Thumlert	Dina Holmes
<b>All About Engagement! (Title II Funds) - 1 day August 19, 2021</b>	
Kristina Thumlert	Dina Holmes

<b>Orton Gillingham Comprehensive Training (Title II Funds)- July/August TBD</b>	
Danielle Barbato (5 days)	Kerry Kramme (5 days)
Terri Fleming (4 days)	Ryan Malloy (2 days)
Alex Jaraiedi (5 days)	Rachel Tomczak (3 days)
Steve Keane (5 days)	Marielle Walker (5 days)
<b>Orton Gillingham Intermediate Virtual Training (Title II Funds)- August 23-27, 2021</b>	
Christine Bunting (5 days)	
<b>Aura Climate Grant Curriculum Equity Training (Climate Grant Funds) 2-5 days June 21-22 &amp; July dates TBD</b>	
Brian Cogle	David Paoline
Frank Knauss	Scott Schriver

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. Clinics/  
Workshops:

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

Name	Location	Workshop	Date	Reg. Fee
Danielle Barbato Christine Bunting	Virtual	Orton/ Gillingham Intermediate training	5 Days- TBD (August/ September)	\$950/pp
Danielle Barbato Terri Fleming Alex Jaraiedi Steve Keane Kerry Kramme Ryan Malloy Rachel Tomczak Marielle Walker	Virtual	Orton/ Gillingham Comp. training	5 Days- TBD (July/August/ September)	\$950/pp

(†Paid for with Title II monies or ESSER monies)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

**BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION**

**BUDGET & FINANCE – Mrs. Joyce Massott-Burnett**

Aprv. Board Secretary's Report:

Approved Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of May 2021. 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 Mrs. Joyce Massott-Burnett, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. Treasurer's Report:

Approved the Treasurer's Report in accordance with 8A:17-9 and 18A:17-36 for the month of May 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of May 2021.

See Page(s) \_\_\_\_\_ of minutes

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv Board Sec. Cert.:

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 Mrs. Joyce Massott-Burnett, seconded by Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv Board Cert:

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

See Page(s) \_\_\_\_\_ of minutes

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. Transfers:

Approved the May 2021 Transfer Report

Motion by Mrs. Joyce Massott-Burnett, seconded by Ms. Cheryl Potter

Roll Call Vote:

- Yes – 8 No – 0 Abstentions – 0
- Ms. Danielle Bland - Yes
- Mr. J. Wilson Hughes, Jr. - Yes
- Mrs. Joyce Massott-Burnett - Yes
- Ms. Cheryl Potter - Yes
- Mrs. Sarah Ruczynski - Yes
- Mrs. Mary Snively - Absent
- Mrs. Angelique Stoney-Siplin - Yes
- Ms. Courtney Vance - Yes
- Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

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

1. General Bill List	\$ 305,609.68
2. Hand Check	\$ 9,234.01
3. Cafeteria Bill List	\$ 5,958.29

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Jennifer Wirtz

Roll Call Vote:

- Yes – 8 No – 0 Abstentions – 0
- Ms. Danielle Bland - Yes
- Mr. J. Wilson Hughes, Jr. - Yes
- Mrs. Joyce Massott-Burnett - Yes
- Ms. Cheryl Potter - Yes
- Mrs. Sarah Ruczynski - Yes
- Mrs. Mary Snively - Absent
- Mrs. Angelique Stoney-Siplin - Yes
- Ms. Courtney Vance - Yes
- Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

**FACILITIES** – Mrs. Sarah Ruczynski  
None

**CAFETERIA** – Ms. Courtney Vance

Aprv. Café Report: Based upon the recommendation of the Superintendent approved the May 2021 cafeteria report as listed:

<b>Total Income</b>	<b>10,631.77</b>
<b>Total Expense</b>	<b>(9,106.80)</b>
<b>Net Income or (Loss)</b>	<b>1,524.97</b>
<b>Average Daily Attendance</b>	<b>291</b>
<b>Average Daily Participation</b>	<b>50</b>
<b>Percentage of Participation</b>	<b>17%</b>

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

Voice Vote:



Yes – 8 No – 0 Abstentions – 0  
Mrs. Mary Snively – Absent

Motion carried unanimously

**TRANSPORTATION - Ms. Danielle Bland**

Aprv. Trans. Jointure: Based upon the recommendation of the Superintendent approved the following 2020-2021 transportation jointure as listed:

1. Delsea Regional High School District

Motion by Ms. Danielle Bland, seconded by Mrs. Joyce Massott-Burnett

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mrs. Mary Snively – Absent

Motion carried unanimously

**SUPERINTENDENT'S REPORT**

Aprv. May HIB: Based upon the recommendation of the Superintendent approved the May 2021 HIB report as previously submitted

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mrs. Mary Snively – Absent

Motion carried unanimously

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

1. Enrollment
2. Staff Attendance
3. Nurse's Report
4. HIB Report – June 2021
5. Facility Manager's Report
6. Principal's Report
7. Fire Drills/Crisis Drills

Fire Drill	6/16/2021	12:00 pm
Shelter In Place Drill	6/16/2021	12:10 pm

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mrs. Mary Snively – Absent

Motion carried unanimously

**LEGISLATION – Mrs. Mary Snively**

None

**GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Mrs. Angelique Stoney-Siplin**

None

**SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Joseph Collins**

Aprv.  
Maintenance/  
Custodial  
Agreement:

Based upon the recommendation of the Superintendent approved the ratification of the negotiated agreement between the Maintenance and Custodial Group and the Elk Township Board of Education (July 1, 2021 through June 30, 2026)

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Danielle Bland - Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Joyce Massott-Burnett - Yes

Ms. Cheryl Potter - Yes

Mrs. Sarah Ruczynski - Yes

Mrs. Mary Snively - Absent

Mrs. Angelique Stoney-Siplin - Yes

Ms. Courtney Vance - Yes

Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

Aprv Aura  
School  
Principal  
Agreement:

Based upon the recommendation of the Superintendent approved the ratification of Aura School Principal and the Elk Township Board of Education (July 1, 2021 through June 30, 2024)

Motion by Ms. Cheryl Potter, seconded by Mrs. Joyce Massott-Burnett

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Danielle Bland - Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Joyce Massott-Burnett - Yes

Ms. Cheryl Potter - Yes

Mrs. Sarah Ruczynski - Yes

Mrs. Mary Snively - Absent

Mrs. Angelique Stoney-Siplin - Yes

Ms. Courtney Vance - Yes

Mrs. Jennifer Wirtz – Yes

Motion carried unanimously

**OLD BUSINESS**

Mr. J. Wilson Hughes, Jr reminded the Board that there will be a negotiations meeting after the current meeting is completed

**NEW BUSINESS**

None

**CITIZENS**

Open Public: Motion by Ms. Danielle Bland, seconded by Mrs. Angelique Stoney-Siplin to open the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Mary Snively – Absent

Motion carried unanimously

Close Public: Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Joyce Massott-Burnett to close the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mrs. Mary Snively – Absent

Motion carried unanimously

Aprv. -  
Meeting  
Adjourned  
7:34 p.m.:

Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Danielle Bland that the meeting be adjourned  
7:34 p.m.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mrs. Mary Snively – Absent

Motion carried unanimously

Respectfully Submitted,

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Joseph M. Collins,  
School Business Administrator/Board Secretary