

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,
AUGUST 13, 2020 AURA ELEMENTARY SCHOOL VIRTUAL MEETING.**

Purpose: 2020-21 SCHOOL YEAR REGULAR BOARD MEETING FOR AUGUST
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
Pres.	Mr. Wayne Howard - Absent	Mrs. Angelique Stoney-Siplin
	Mr. J. Wilson Hughes, Jr.	Ms. Courtney Vance
	Mrs. Joyce Massott-Burnett	Mrs. Jennifer Wirtz
	Ms. Cheryl Potter	

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

Mission Statement: Mrs. Angelique Stoney-Siplin read the following 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 Ms. Danielle Bland to approve the minutes as listed

1. Regular Session – July 9, 2020

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. Special Minutes: Motion by Ms. Cheryl Potter, seconded by Ms. Danielle Bland to approve the Special Meeting minutes as listed

1. Special Meeting – July 23, 2019

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. Exec. Minutes: Motion by Ms. Cheryl Potter, seconded by Ms. Danielle Bland to approve the Special Meeting executive minutes as listed

1. Executive Session – July 23, 2020

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

COMMUNICATIONS/PRESENTATIONS

Dr. Piera Gravenor presented the Elk Township Reopening Plan 2020

Mrs. Jennifer Wirtz stated that she was concerned with the younger children keeping their mask on

Dr. Piera Gravenor stated that if that becomes an issue the child may need to be taught by virtual learning

Mrs. Jennifer Wirtz questioned if the district would be able to use Delsea Buses since Delsea will be one hundred percent virtual for the month of September

Dr. Piera Gravenor stated that Delsea will be opening and will need their buses

Mr. Joseph Collins stated that all bus runs are set up for 22 students

Mrs. Jennifer Wirtz questioned what the protocol would be if a student was to present with a fever after being on the bus

Dr. Piera Gravenor stated that a plan is being developed at this time

Mrs. Angelique Stoney-Siplin questioned how teachers will be involved with students who choose virtual learning vs. hybrid learning

Dr. Piera Gravenor stated that there would be time in the afternoon for students to meet with teachers

CITIZENS

Open Public: Motion by Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz to open the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Mrs. Terri Fleming ETEA President read a prepared statement and thanked the Board and Administration for all they have done during these trying times

Mr. Marc Haro stated his concerns about returning to school

Mrs. Melissa Pilitowski thanked the Board and Administration for all of their hard work in preparing the Reopening Plan

Close Public: Motion by Mrs. Jennifer Wirtz, seconded by Ms. Cheryl Potter to close the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - 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. L. Doyle Retirement: Based upon the recommendation of the Superintendent approved the retirement of Lily Doyle, teacher - effective October 1, 2020

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv.
Employee
Child
Enrollment:

Based upon the recommendation of the Superintendent approved the enrollment of the following employee's child for the 2020-2021 school year as listed:

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

Roll Call Vote:

Yes – 7 No – 1 Abstentions – 0

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

Motion carried unanimously

Aprv. B.
Fischer
Graphic
Designer:

Based upon the recommendation of the Superintendent approved Brian Fischer as the Graphic Designer for the Climate Grant at a rate of \$110 per day, not to exceed five days during the summer (*paid by the Climate Grant*)

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

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

Motion carried unanimously

POLICY – Ms. Danielle Bland

Aprv. Policies:

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

Policy # 1648.02	Remote Learning Options for Families (M) (N)
Policy # 5310	Health Services (M)
Policy # 9150	School Visitors

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

- Mr. Wayne Howard - Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. Tuition: Based upon the recommendation of the Superintendent approved the cost per pupil for tuition purposes for the 2020-2021 school year as listed (per Choice School guidelines):

Pre K / K	\$ 16,632
Grades 1-5	\$ 16,250
Grade 6	\$ 14,691
Pre K PT	\$ 11,080
MD	\$ 17,535

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. 20-21 Ment. Plan: Based upon the recommendation of the Superintendent approved the Mentoring Plan for the 2020-2021 school year

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. 20-21 PD Plan: Based upon the recommendation of the Superintendent approved the Professional Development Plan for the 2020-2021 school year

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv Summer Workshop/ Training: Based upon the recommendation of the Superintendent approved the following 2020 Summer Workshop/Training at a previously approved rate as listed:

Mentoring Workshop (Title II Funds) - 1 day August 17, 2020	
Brian Cogle	Kristen Molinari
David Paoline	

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

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

Motion carried unanimously

Aprv. Eastern
Rehab:

Based upon the recommendation of the Superintendent approved the Therapy Services agreement between Eastern Rehabilitation Associates, Inc. and Aura School for the 2020-2021 school year

See Page(s) _____ of minutes

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

Motion carried unanimously

Aprv. 20-21
Prof.
Agreement
w/GCSSSD:

Based upon the recommendation of the Superintendent approved the Professional Services Agreement and fee schedule with Gloucester County Special Services School District for the 2020-2021 school year

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mrs. Joyce Massott-Burnett

Aprv. Board
Secretary
Report:

Approved Board Secretary’s Report (Draft) in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 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

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv.
Treasurers
Report:

Approved the Treasurer's Report (Draft) in accordance with 8A:17-9 and 18A:17-36 for the month of June 2020.
The Treasurer's Report (Draft) and Secretary's Report (Draft) are in agreement for the month of June 2020.

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - 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 Mrs. Jennifer Wirtz

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - 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

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. June
Transfers:

Approved the Report of Transfer (Draft) for June 2020

See Page(s) _____ of minutes

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. Wayne Howard – Absent

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Joyce Massott-Burnett - Yes

Ms. Cheryl Potter - Yes

Mrs. Mary Snively - Yes

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 \$ 169,786.58
- 2. Hand Check \$ 39,539.44
- 3. Cafeteria Bill List \$ 644.37

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

Roll Call Vote:

- Yes – 7 No – 0 Abstentions – 1
- Ms. Danielle Bland - Yes
- Mr. Wayne Howard – Absent
- Mr. J. Wilson Hughes, Jr. - Yes
- Mrs. Joyce Massott-Burnett - Yes
- Ms. Cheryl Potter - Abstain
- Mrs. Mary Snively - Yes
- Mrs. Angelique Stoney-Siplin - Yes
- Ms. Courtney Vance - Yes
- Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes, Jr.

None

CAFETERIA – Ms. Courtney Vance

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

Total Income	\$ 3,822.69
Total Expense	\$ (2,308.79)
Net Income or (Loss)	\$ 1,513.90
Average Daily Attendance	288
Average Daily Participation	60
Percentage of Participation	21%

Motion by Ms. Courtney Vance, seconded by Mrs. Jennifer Wirtz

Voice Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv 20-21 Lunch/Breakfast Prices: Based upon the recommendation of the Superintendent approved an increase of \$.10 for the lunch/breakfast prices for the 2020-2021 school year as listed:

	<u>Full Price</u>	<u>Reduced Price</u>
Lunch	\$ 2.90	*\$.40
Breakfast	\$ 1.60	*\$.30
Adult	\$ 4.00	N/A

(*As of 9/1/20 reduced lunch is of no cost due to NJ State Legislation)

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

Roll Call Vote:

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

Motion carried unanimously

TRANSPORTATION - Mrs. Angelique Stoney-Siplin

None

SUPERINTENDENT'S REPORT

Aprv. June
HIB:

Based upon the recommendation of the Superintendent approved the June 2020 HIB report as previously submitted

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Wayne Howard - Absent

Motion carried unanimously

Board Reports:

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

1. Enrollment - NA
2. Staff Attendance
3. Nurse’s Report - NA
4. HIB Report - July
5. Facility Manager’s Report
6. Principal’s Report
7. Fire Drills/Crisis Drills

Fire Drill	N/A	N/A
Lockout Drill	N/A	N/A

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. 20-21
Calendar:

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

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. Spec.
Ed. Placement:

Based upon the recommendation of the Superintendent approved the following special education tuition student placement as listed:

<u>Initials</u>	<u>DOB</u>	<u>Township</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition - Per Diem</u>
T.A.	9/18/08	Elk	MD	Bancroft NeuroHealth Camden County, NJ	ESY: \$9,475.84 20-21 SY: \$53,301.60

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv.
Reopening
Plan:

Based upon the recommendation of the Superintendent approved the Elk Township School District Reopening Plan pending compliance review

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

Roll Call Vote:

Yes – 7 No – 1 Abstentions – 0
Ms. Danielle Bland - Yes
Mr. Wayne Howard – Absent
Mr. J. Wilson Hughes, Jr. - Yes
Mrs. Joyce Massott-Burnett - Yes
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - No
Ms. Courtney Vance - Yes
Mrs. Jennifer Wirtz - Yes

Motion carried

LEGISLATION – Mrs. Mary Snively

None

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

Ms. Potter gave a review of the last virtual meeting

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

Mr. Collins reminded the Board that the NJSBA Convention would be held virtually

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS

Aprv. Motion by Mrs. Jennifer Wirtz, seconded by Ms. Danielle Bland to open the second public portion

Open Second

Public Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. Motion by Ms. Danielle Bland, seconded by Mrs. Angelique Stoney-Siplin to close the second public portion

Closed

Second Public

Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Aprv. Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Jennifer Wirtz that the meeting be adjourned
8:07 p.m.

Meeting

Adjourned

8:07 p.m.:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Wayne Howard - Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary