

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, OCTOBER 12, 2017 IN THE AURA ELEMENTARY SCHOOL MEDIA CENTER.

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

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 - Absent
Ms. Cheryl Potter Mrs. Mary Spring
Mrs. Mary Snively Mr. J. Wilson Hughes, Jr.
Mr. Douglas Gominger - Absent Mr. Edward Walter – Sworn In

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 Mrs. Mary Spring to approve the Regular minutes of September 14,
Minutes 2017

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. Douglas Gominger - Absent
Mrs. Jennifer Wirtz - Absent

COMMUNICATIONS/PRESENTATIONS

The Board interviewed Mr. Edward P. Walter for the open Board seat.
Mr. Walter was then Sworn in as a member of the Elk Township Board of Education
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 – 7 No – 0 Abstentions – 0
Mr. Douglas Gominger - Absent
Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mr. Kevin French to close the first public portion

Aprv. –
Close First
Public Portion:

Voice Vote:

Yes – 7 No – 0 Abstentions – 0
Mr. Douglas Gominger - Absent
Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL COMMITTEE - Mrs. Mary Spring

Aprv. 17-18
Stipend
Positions:

Based upon the recommendation of the Superintendent approved the following stipend positions as listed:

<u>Position</u>	<u>Employee</u>
Aura Home & School Liaison	Rachel Tomczak
Safety Patrol Advisor	Alex Jaraiedi
Student Congress Advisor	Eileen Tharp
Science Coordinator	Ashley Davis & Heather Gonnelli (Share One Position)
Music Coordinator	Frank Knauss
School News Coordinator	David Paoline
Gifted and Talented	Ashley Davis & Heather Gonnelli

Motion by Mrs. Mary Spring, seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. K.
DeGeorge
Sub. Nurse:

Based upon the recommendation of the Superintendent approved Kelly DeGeorge as a substitute nurse effective October 13th at a previously approved rate

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. J. White
Resignation:

Based upon the recommendation of the Superintendent approved the resignation of Joe White, custodian effective October 5, 2017

Motion by Mrs. Mary Spring, seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

POLICY – Mrs. Mary Snively

Aprv. Policies/
Regulations:

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

<u>2700</u>	Services to Nonpublic School Students
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<u>5127</u>	Moving Up Ceremony Activities
<u>7100</u>	Long-Range Facilities Planning
<u>R7100</u>	Long-Range Facilities Planning (N)
<u>7101</u>	Educational Adequacy of Capital Projects (N)
<u>R7101</u>	Educational Adequacy of Capital Projects (N)
<u>7102</u>	Site Selection and Acquisition
<u>R7102</u>	Site Selection and Acquisition (N)
<u>7130</u>	School Closing
<u>7300</u>	Disposition of Property
<u>R7300.2</u>	Disposition of Land (N)
<u>R7300.3</u>	Disposition of Personal Property (N)
<u>R7300.4</u>	Disposition of Federal Property (N)

Motion by Mrs. Mary Snively, seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv.
Abolishment
of Policy:

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

<u>4117</u>	Separation
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Motion by Mrs. Mary Snively, seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. FY17
NCLB Final
Expenditure
Report:

Based upon the recommendation of the Superintendent approved the submission of the FY17 NCLB Final Expenditure Report

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. NJASK
4 Science
Results/Action
Plan:

Based upon the recommendation of the Superintendent approved the NJASK 4 Science Results and Action Plan

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

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>
^Kristie Jacoby	Rowan University Tech Park	“Leading Equitable and Culturally Responsive Schools”	10/24/17	N/A
^Melissa Tanski	Rowan University Tech Park	“Leading Equitable and Culturally Responsive Schools”	10/24/17	N/A
Denise Pierce	American Legion Hall - Toms River, NJ	HIB Prevention Training Program	11/01/17	\$95.00
Brooke Tharp	American Legion Hall - Toms River, NJ	HIB Prevention Training Program	11/01/17	\$95.00
*^TBD (2 Teachers)	Rowan University STEM Center	“Making Sense of Number & Operations	11/02/17	\$149 per person
^Kevin Leamy	Rowan University Tech Park	“Engaging and Teaching Diverse Learners” workshop	11/13/17	N/A
^Alex Jaraiedi	Rowan University Tech Park	“Engaging and Teaching Diverse Learners” workshop	11/13/17	N/A
^Heather Gonnelli	Rowan University Tech Park	“Engaging and Teaching Diverse Learners” workshop	11/13/17	N/A

^ Paid for by Title II

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

Roll Call Vote:

Yes – 7 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 - Absent

Mrs. Mary Spring - Yes

Mr. Douglas Gominger - Absent

Mrs. Mary Snively - Yes

Mr. Edward Walter - Yes

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mr. Kevin French

Aprv. –
Secretary’s
Report

Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of August 2017. 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. Kevin French, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - 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 August 2017. The Treasurer’s Report and Secretary’s Report are in agreement for the month of August 2017.

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - 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. Kevin French, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - 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. Kevin French, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. –
Transfer
Report

Approved the August 2017 Transfer Report

Motion by Mr. Kevin French, seconded by Mr. J. Wilson Hughes, Jr.

Roll Call Vote:

Yes – 7 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 - Absent
 Mrs. Mary Spring - Yes
 Mr. Douglas Gominger - Absent
 Mrs. Mary Snively - Yes
 Mr. Edward Walter - 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 | \$ | 151,663.33 |
| 2. Hand Check | \$ | 10,661.94 |
| 3. Cafeteria Bill List | \$ | 4,260.98 |

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

Roll Call Vote:

Yes – 7 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 - Absent
 Mrs. Mary Spring - Yes
 Mr. Douglas Gominger - Absent
 Mrs. Mary Snively - Yes
 Mr. Edward Walter - Yes

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes, Jr.

Aprv. Facility
 Use:

Based upon the recommendation of the Superintendent approved the following facility requests as listed:

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Faith Fellowship Church	All Purpose Room & Bathrooms	September 2017 through June 2018 (Mondays only)	6:30pm - 9:30pm
NJ Prospects Softball	All purpose Room	Tuesday - Thursday October through March (when available)	6:30pm - 9:00pm

Motion by Mr. J. Wilson Hughes, Jr., seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0
 Mr. Douglas Gominger - Absent
 Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Mr. J. Wilson Hughes, Jr. commented on the recent mold issues in another school district. He suggested that Elk BOE schedule an air quality test. Mr. Collins informed the Board that a test was being scheduled with Epic Environmental. Mr. Hughes commented on Epic Environmental good work record.

CAFETERIA – Mr. J. Wilson Hughes, Jr.

Based upon the recommendation of the Superintendent approved the Corrective Action Plan, in response to the Division of Food and Nutrition’s financial statement review for fiscal year 2016

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

For the information of the Board the Nutri-Serve monthly report is attached

TRANSPORTATION - Mrs. Jennifer Wirtz

For the information of the board a bus evacuation drill will be held on Monday, October 16th.

SUPERINTENDENT'S REPORT

Aprv. –
Board Reports

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

- Enrollment - None
- Staff Attendance
- Nurse’s Report - None
- HIB Report – None
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

Fire Drill	9/28/17	2:13pm
Lock Down Drill	9/28/17	2:21pm

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. Field
Trips:

Recommend the Board approve 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>
10/19/17	Mood’s Farm Market	Kindergarten 8:45am - 10:45am
10/31/17	Mood’s Farm Market	Preschool 9:00am - 10:45am and 12:45pm - 2:00pm
01/11/18	Edelman Planetarium Rowan University	2nd Grade 8:40am - 10:30am

Motion by Mr. Kevin French, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Legislative Update

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Mrs. Mary Snively

For the information of the Board the Camden County meeting was attended by Mr. Kevin French, Mrs. Mary Spring, and Ms. Cheryl Potter.

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

For the information of Board NJ School Boards convention is October 23-26, 2017

OLD BUSINESS

Mr. Kevin French requested updated reports in reference to the PARRC testing data

NEW BUSINESS

Dr. Piera Gravenor stated that herself and Dr. Melissa Williams are in the middle of QSAC. Dr. Gravenor then gave an overview of the process.

CITIZENS

Aprv.
Open Second
Public Portion:

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. –
Close Second
Public Portion:

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Executive Session

Aprv. –
Open
Executive
Session
8:05p.m.

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mr. Kevin French, 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 8:12 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
2. Legal

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 October 12, 2017.

Joseph M. Collins,
School Business Administrator/Board Secretary

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. Close
Executive
Session
8:12p.m.:

Motion by Mr. Douglas Gominger, seconded by Mrs. Mary Spring to close executive session

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. -
Meeting
Adjourned
8:14p.m.:

Motion by J. Wilson Hughes, Jr, seconded by Mr. Kevin French that the meeting be adjourned at 8:14 p.m.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary