

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,
DECEMBER 10, 2020 VIRTUAL MEETING.**

Purpose: 2020-21 SCHOOL YEAR REGULAR BOARD MEETING FOR DECEMBER
SEE PAGE (S) _____ OF MINUTES AGENDA

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

Board Mem.	Ms. Danielle Bland - Absent	Mrs. Mary Snively
Pres.	Mr. Wayne Howard	Mrs. Angelique Stoney-Siplin
	Mr. J. Wilson Hughes, Jr.	Ms. Courtney Vance
	Mrs. Joyce Massott-Burnett	Mrs. Jennifer Wirtz - Absent
	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: Ms. Courtney Vance 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. Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin to approve the November 12, 2020
Minutes: minutes as listed:

1. Regular Session

Voice Vote:

Yes – 6 No – 0 Abstentions – 1
Ms. Danielle Bland – Absent
Mrs. Joyce Massott-Burnett - Abstain
Mrs. Jennifer Wirtz - Absent

Motion carried

Aprv. Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin to approve the November 24, 2020
Spec/Exe. minutes as listed:
Minutes

1. Special Session
2. Executive Session

Voice Vote:

Yes – 6 No – 0 Abstentions – 1
Ms. Danielle Bland – Absent
Mr. Wayne Howard - Abstain
Mrs. Jennifer Wirtz - Absent

Motion carried

COMMUNICATIONS/PRESENTATIONS

Mr. Wayne Murschell informed the Board that Ms. Ryan Malloy was announced as Teacher of the Year and Mr. Marco Haro was announced as Educational Service Professional of the Year.
Mr. Wayne Murschell gave an over view of the ceremony that was held for both Teacher and Service Professional of the Year

CITIZENS

Open Public: Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Cheryl Potter to open the first public portion

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Close Public: Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Courtney Vance to close the first public portion

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland – Absent

Mrs. Jennifer Wirtz - 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)

None

POLICY – Mrs. Joyce Massott-Burnett

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

<u>Reg. # 5610</u>	Suspension Procedures (M)
<u>Policy # 5620</u>	Expulsion (M)
<u>Policy # 8320</u>	Personnel Records (M)
<u>Reg. # 8320</u>	Personnel Records (M)

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. FY20 Title I Performance Report: Based upon the recommendation of the Superintendent approved the submission of the FY20 Title I Performance Report

Report: Motion by Ms. Cheryl Potter, seconded by Ms. Courtney Vance

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. 21-22
ECPA
Preschool:

Based upon the recommendation of the Superintendent approved the submission of the 2021-2022 ECPA Preschool Education Aid One Year Preschool Program Plan

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. Clinics/
Workshops:

Based upon the recommendation of the Superintendent approved the following clinic/workshop as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Date</u>	<u>Reg. Fee</u>	<u>Mileage</u>	<u>Total</u>
+Danielle Barbato +Brian Cogle +Ryan Malloy	Virtual	Finding Purpose for Student Voice through Meaningful Student Involvement	4/29/2021 & 5/06/2021	\$0.00	\$0.00	\$0.00

^ Paid for by Title II

+ Paid for by Title IV

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mr. Wayne Howard

Aprv. Board
Secretary
Report
October &
June Final:

Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 2020 and June 2020 – Final Report. 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

On File Superintendent’s Office

Motion by Mr. Wayne Howard, seconded by Mrs. Joyce Massott-Burnett

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv.
Treasurers
Report
October &
June Final:

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

See Page(s) _____ of minutes

Motion by Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - 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 Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - 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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv.
Transfers
October &
June Final:

Based upon the recommendation of the Superintendent approved the October Transfer Report and the June 2020 Final Transfer Report

See Page(s) _____ of minutes

Motion by Mr. Wayne Howard, seconded by Mrs. Angelique Stoney-Siplin

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mr. Wayne Howard – Yes

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 - Absent

Motion carried unanimously

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

- 1. General Bill List \$ 173,723.63
- 2. Hand Check \$ 6,421.35
- 3. Cafeteria Bill List \$ 7,375.29

See Page(s) _____ of minutes

Motion by Mr. Wayne Howard, seconded by Mrs. Angelique Stoney-Siplin

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mr. Wayne Howard – Yes

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 - Absent

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes, Jr.

None

CAFETERIA – Mrs. Angelique Stoney-Siplin

Aprv. Café Report:

Based upon the recommendation of the Superintendent approved the October 2020 cafeteria report as listed:

Total Income	13,283.34
Total Expense	(11,062.69)
Net Income or (Loss)	2,220.65
Average Daily Attendance	304
Average Daily Participation	147
Percentage of Participation	48%

Motion by Ms. Courtney Vance, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

TRANSPORTATION - Mrs. Angelique Stoney-Siplin

None

SUPERINTENDENT'S REPORT

Aprv. October HIB:

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

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

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

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

Fire Drill	Date	Time
Cohort A	11/24/20	12:00 pm
Cohort B	11/30/20	12:00 pm
Lockout Drill		
Cohort A	11/24/20	12:05 pm
Cohort B	11/30/20	12:05 pm

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. School Safety and Security Plan: Based upon the recommendation of the Superintendent approved the certification of the School Safety and Security Plan Annual Review - Statement of Assurance

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

LEGISLATION – Mrs. Mary Snively

Mrs. Mary Snively stated there was a virtual legislative meeting held

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

Ms. Cheryl Potter reviewed legislative meeting topic

SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Joseph Collins

None

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS

Open Second Public Portion: Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Joyce Massott-Burnett to open the second public portion

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Aprv. Meeting Adjourned 7:38 p.m.: Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Cheryl Potter that the meeting be adjourned 7:38 p.m.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Ms. Danielle Bland - Absent

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary