

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, FEBRUARY 11, 2021 VIRTUAL MEETING.

Purpose: 2020-21 SCHOOL YEAR REGULAR BOARD MEETING FOR FEBRUARY
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 – 7:17 p.m.
Mrs. Joyce Massott-Burnett Mrs. Jennifer Wirtz
Ms. Cheryl Potter

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

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: Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz to approve the January 07, 2021 minutes as listed:

1. Regular Session
2. Executive

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Ms. Courtney Vance – 7:17p.m.

Motion carried unanimously

COMMUNICATIONS/ PRESENTATIONS:

Mr. Wayne Murschell introduced Mr. Marc Haro as the Educational Service Employee of the Year
Mr. Marc Haro thanked the Board, and stated he is very happy to be a part of Aura

Mr. Wayne Murschell introduced Ms. Ryan Malloy as Teacher of the Year
Ms. Ryan Malloy thanked the Board and her colleagues for their support and guidance, she stated that she is very fortunate to be a teacher at Aura

CITIZENS:

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

Open First

Public Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv.
Close First
Public Portion:

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. Danielle Bland – Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL - Mrs. Jennifer Wirtz

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

None

POLICY – Mrs. Angelique Stoney-Siplin

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

<u>Policy #1620</u>	Administrative Employment Contracts (R) (M)
<u>Policy #2451</u>	Adult High School (N) (M)
<u>Policy #2464</u>	Gifted and Talented Students (R) (M)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. Clinics/
Workshops:

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

<u>Name</u>	<u>Workshop</u>	<u>Date</u>	<u>Reg. Fee</u>	<u>Total</u>
^Wayne Murschell	IXL Live Virtual PD	2/10/2021	\$60	\$60
^Eshe Price ^Melissa Williams	IXL Live Virtual PD	2/11/2021	\$60/ea.	\$120

^ Paid for by Title II

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

Roll Call Vote:

Yes – 8 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 - Yes

Motion carried unanimously

Mrs. Angelique Stoney-Siplin questioned if spelling was part of the curriculum
Dr. Melissa Williams stated that it is part of the curriculum

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mrs. Joyce Massott-Burnett

Aprv.
Secretary’s
Report:

Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 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.

On File Superintendent’s Office

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv.
Treasury
Report:

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

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv.
Secretary
Certification:

Approved the Board Secretary Certification, in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 which certifies 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

Mrs. Danielle Bland – 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.

See Page(s) _____ of minutes

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv. Transfer Report: Based upon the recommendation of the Superintendent approved the December 2020 Transfer Report.
See Page(s) _____ of minutes

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

Roll Call Vote:

Yes – 8 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 - 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 \$ 275,391.09
2. Hand Check \$ 9,696.87
3. Cafeteria Bill List \$ 10,169.76

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 - 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 - Yes

Motion carried unanimously

FACILITIES – Mr. Wayne Howard
None

CAFETERIA – Ms. Courtney Vance

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

Total Income	\$ 11,121.85
Total Expense	\$ (7,796.45)

Net Income or (Loss)	\$ 3,325.40
Average Daily Attendance	306
Average Daily Participation	105
Percentage of Participation	34%

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv. 18-19
SNJ Café
Procurement
Audit:

Based upon the recommendation of the Superintendent approved the acceptance of the State of New Jersey Cafeteria Procurement Audit for the 2018-2019 school year

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv. 18-19
SNJ Café
Procurement
Audit CAP:

Based upon the recommendation of the Superintendent approved the 2018-2019 State Procurement Audit Corrective Action Plan

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

TRANSPORTATION - Ms. Courtney Vance

None

SUPERINTENDENT'S REPORT

Aprv.
Postponing
20-21
NJQSAC
review until
21-22:

Based upon the recommendation of the Superintendent approved postponing the 2020-21 comprehensive NJQSAC review until the 2021-22 school year due to constraints caused by COVID-19 pandemic.

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv. 20-21
District Goals:

Based upon the recommendation of the Superintendent approved the 2020-2021 Elk Township District Goals

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv.
HIB Reports:

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

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv.
Board Reports:

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

- Enrollment
- Staff Attendance
- Nurse’s Report
- HIB Report – January 2021
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

Fire Drill	Date	Time
Cohort A	01/28/2021	12:00 pm
Cohort B	01/29/2021	12:00 pm
Shelter In Place Drill		
Cohort A	01/28/2021	12:10 pm
Cohort B	01/29/2021	12:10 pm

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Mrs. Mary Snively spoke of executive order 214 which waives the requirement of student growth testing

Mrs. Mary Snively spoke of training for teachers on the cultural diversity within the school district

Mrs. Mary Snively spoke of the availability for a 3 year mentorship for male teachers of color

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

Mrs. Angelique Stoney-Siplin spoke of the joint meeting that was held with Camden County

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

Aprv. 19-20
CAFR:

Based upon the recommendation of the Superintendent approved the 2019-2020 Comprehensive Annual Financial Report

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv. 19-20
AMR:

Based upon the recommendation of the Superintendent approved the 2019-2020 Auditor's Management Report

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv. 19-20
Audit
Synopsis:

Based upon the recommendation of the Superintendent approved the 2019-2020 Audit Synopsis

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

Aprv. 19-20
CAP:

Based upon the recommendation of the Superintendent approved the 2019-2020 Corrective Action Plan

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Danielle Bland – Absent

Motion carried unanimously

OLD BUSINESS

Dr. Piera Gravenor updated the Board on the District Goals

Dr. Melissa Williams spoke of the goals that are set forth through the Climate Grant such as Implementing Culturally Responsive PBIS

Mr. Wayne Murschell stated that he is very excited to be able to implement the programs and rewards for the students in September

Mr. J. Wilson Hughes, Jr. reminded the Board that the first negotiations session will be held on February 25, 2021 with ETEA

NEW BUSINESS

Mr. J. Wilson Hughes, Jr. informed the Board of the Constituent District Committee Meeting that was held with Elk Township Board of Education, Delsea Regional Board of Education, Franklin Township Board of Education, and Newfield Board of Education
Dr. Piera Gravenor reviewed the meeting and discussed the possible outcomes of this meeting
Mrs. Angelique Stoney-Siplin stated that she felt the meeting was very informative

CITIZENS

Aprv. Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Jennifer Wirtz to open the second public portion
Open Second
Public Portion:

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

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

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

Mr. Wayne Howard informed the Board that he will be moving out of Elk Township and will have to step down as a Board Member
Mr. Wayne Howard thanked the Board and wished them well in the future

Adjourn Motion by Ms. Cheryl Potter, seconded by Mrs. Angelique Stoney-Siplin that the meeting be adjourned at 9:15p.m.
meeting
9:15 p.m.:

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Danielle Bland – Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary