

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,
DECEMBER 8, 2022 IN THE AURA SCHOOL MEDIA CENTER.**

Purpose: 2022-23 SCHOOL YEAR REGULAR BOARD MEETING DECEMBER
SEE PAGE (S) _____ OF MINUTES AGENDA

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

Board Mem.	Mrs. Colleen Barbaro	Mrs. Mary Snively
Pres.	Mr. J. Wilson Hughes, Jr.	Mrs. Angelique Stoney-Siplin
	Mrs. Joyce Massott-Burnett	Mr. Eugene Thomas
	Ms. Cheryl Potter	Mrs. Jennifer Wirtz - Absent
	Mrs. Sarah Ruczynski	

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

Statement: As Vice 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: Mr. Eugene Thomas read the statement below:

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 Mrs. Angelique Stoney-Siplin, seconded by Mrs. Mary Snively to approve the minutes as listed:

1. Regular Session – 11/10/2022

Voice Vote:

Yes – 5 No – 0 Abstentions - 3
Mrs. Colleen Barbaro - Abstain
Mrs. Joyce Massott-Burnett – Abstain
Mrs. Sarah Ruczynski - Abstain
Mrs. Jennifer Wirtz - Absent

Motion carried

COMMUNICATIONS/ PRESENTATIONS:

Mr. Wayne Murschell introduced Mr. Steve Keane and explained how Mr. Keane works with the Aura School News

Mr. Steve Keane gave the Board an overview of the Aura School News

CITIZENS:

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Sarah Ruczynski to open the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aura Home and School updated the Board on the Home and School activities including the Amazon gift card raffle which raised close to \$11,000.00 for a new sound system

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Sarah Ruczynski to close the first public portion

Yes – 8 No – 0 Abstentions – 0
Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL - Mrs. Sarah Ruczynski

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

None

POLICY – Mrs. Mary Snively

None

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. Clinic/
Workshop:

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>
^ Paige Starr ^ Kristen Plowman <i>(Stipend \$675.00 each)</i> <i>*Paid for by the Climate Grant Funds</i>	Virtual	Foundations Training	9/01/2022 through 6/30/2023	No Cost	No Cost	No Cost

Motion by Ms. Cheryl Potter, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv. 22 SS
Results:

Based upon the recommendation of the Superintendent approved the receipt of the 2022 Start Strong Results

Motion by Ms. Cheryl Potter, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv. SRS
Plan:

Based upon the recommendation of the Superintendent approved the bi-annual Safe Return to Schools Plan as required by the New Jersey Department of Education

Motion by Ms. Cheryl Potter, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv. EDM Consulting:

Based upon the recommendation of the Superintendent approved EDM Consulting, LLC for instructional coaching services from January 1, 2023 to June 20, 2023 at an amount not to exceed \$50,000 through the ESSER-III grant

Motion by Ms. Cheryl Potter, seconded by Mrs. Sarah Ruczynski

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Yes

Mr. J. Wilson Hughes, Jr. – Yes

Mrs. Joyce Massott-Burnett - Yes

Ms. Cheryl Potter – Yes

Mrs. Sarah Ruczynski – Yes

Mrs. Mary Snively – Yes

Mrs. Angelique Stoney-Siplin – Yes

Mr. Eugene Thomas - Yes

Mrs. Jennifer Wirtz -Absent

Motion carried unanimously

Aprv. CD Positions:

Based upon the recommendation of the Superintendent approved the Curriculum Development positions at a previously approved rate as listed:

ELA - 3 Days	
Kerry Kramme	Desiree Smith
Heather Gonnelli	

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv. BU Students Clinical:

Based upon the recommendation of the Superintendent approved the following Bloomsburg University students for Clinical 1 in Sign Language Interpreting as listed

<u>Name</u>	<u>Course / Requirement</u>	<u>Area</u>	<u>Cooperating Staff Member</u>
Katelyn Arrigo	Educational Focus for Clinical 1 January 23, 2023 - March 31, 2023 <i>(85 hrs interpreting, 1-2 days per week)</i>	Sign Language Interpreting	Marie Malony
Kacie Tucci	Educational Focus for Clinical 1 January 23, 2023 - May 31, 2023 <i>(85 hrs interpreting, 1-2 days per week)</i>	Sign Language Interpreting	Marie Malony

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

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 October 2022. 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. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv.
Treasurer’s
Report:

Approved the Treasurer Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of October 2022.

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. Jennifer Wirtz – 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. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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.

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Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv. October

Approved the October 2022 Transfer Report.

Transfer
Report:

See Page(s) _____ of minutes

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

Roll Call Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mrs. Colleen Barbaro – Yes
- Mr. J. Wilson Hughes, Jr. – Yes
- Mrs. Joyce Massott-Burnett - Yes
- Ms. Cheryl Potter – Yes
- Mrs. Sarah Ruczynski – Yes
- Mrs. Mary Snively – Yes
- Mrs. Angelique Stoney-Siplin – Yes
- Mr. Eugene Thomas - Yes
- Mrs. Jennifer Wirtz -Absent

Motion carried unanimously

Aprv.
Monthly Bill
List:

Approved the monthly bill list as distributed:		
1. General Bill List	\$	223,411.25
2. Hand Check	\$	43,763.88
3. Cafeteria Bill List	\$	12,446.12

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

Roll Call Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mrs. Colleen Barbaro – Yes
- Mr. J. Wilson Hughes, Jr. – Yes
- Mrs. Joyce Massott-Burnett - Yes
- Ms. Cheryl Potter – Yes
- Mrs. Sarah Ruczynski – Yes
- Mrs. Mary Snively – Yes
- Mrs. Angelique Stoney-Siplin – Yes
- Mr. Eugene Thomas - Yes
- Mrs. Jennifer Wirtz -Absent

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes, Jr.
(All facility requests are pending proper insurance certificates)
 None

CAFETERIA – Mrs. Colleen Barbaro

Aprv. Café
Report:

Based upon the recommendation of the Superintendent approved the October 2022 cafeteria report as listed:

Total Income	-0-
Total Expense	(29,031.81)
Net Income or (Loss)	(29,031.81)
Average Daily Attendance	311
Average Daily Participation	174
Percentage of Participation	56%

Motion by Mrs. Colleen Barbaro, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Monthly Nutri
Serve Report

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

TRANSPORTATION - Mr. Eugene Thomas

Aprv. Bus
Evacuation
Drills:

Based upon the recommendation of the Superintendent approved the school bus evacuation drills that were completed on October 18, 2022

Motion by Mr. Eugene Thomas, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Motion carried unanimously

SUPERINTENDENT'S REPORT

Aprv.
HIB Report:

Based upon recommendation of the Superintendent approved the October 2022 HIB report.

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv.
Board Reports:

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

- Enrollment
- Staff Attendance
- Nurse's Report
- HIB Report – November 2022
- Facility Manager's Report
- Principal's Report – Mr Wayne Murschell Thanked Home and School for their hard work and updated the Board on the activities currently happening at Aura
- Fire Drill/Crisis Drill

	Date	Time
Fire Drill	11/29/2022	1:31 pm
Lockdown Drill/Silent Alarm	11/09/2022	7:30 am

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

LEGISLATION - Mrs. Angelique Stoney-Siplin

Mrs. Angelique Stoney-Siplin updated the Board on the latest information

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Mrs. Sarah Ruczynski

None

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

Aprv. GCSSD
JIF
Membership:

Recommend the Board approve the renewal membership for GCSSD Joint Insurance Fund for the three year membership term commencing on July 1, 2023

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS:

Aprv.
Open Second
Public Portion:

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Sarah Ruczynski to open the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz – Absent

Motion carried unanimously

Aprv.
Close Second
Public Portion:

Motion by Mrs. Sarah Ruczynski, seconded by Mrs. Angelique Stoney-Siplin to open the second public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Adjourn
meeting
7:52 p.m.:

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Sarah Ruczynski that the meeting be adjourned at 7:52 p.m.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Jennifer Wirtz - Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,

