

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,
FEBRUARY 9, 2023 IN THE AURA SCHOOL ALL PURPOSE ROOM.**

Purpose: 2022-23 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.	Mrs. Colleen Barbaro	Mrs. Sarah Ruczynski - Absent
Pres.	Mr. J. Wilson Hughes, Jr. - Absent	Mrs. Mary Snively
	Mrs. Joyce Massott-Burnett	Mrs. Angelique Stoney Siplin – 7:03pm
	Mrs. Lynette Peterson	Mr. Eugene Thomas - Absent
	Ms. Cheryl Potter	

Admin. Pres. Mr. Joseph Collins, Business Administrator/Board Secretary and Dr. Anthony Fitzpatrick, 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: Mrs. Joyce Massott-Burnett led the Pledge of Allegiance.

Mission Mrs. Mary Snively read the below statement:
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 Mrs. Mary Snively to approve the minutes as listed:

1. Regular Session – 1/05/2023

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

PRESENTATIONS:

Mr. Wayne Murschell presented Mrs. Donna Foote as the 2023 Aura Teacher of the Year
Mr. Wayne Murschell presented Ms. Yvonne Leone as Educational Services Professional of the Year

Ms. Paige Starr spoke about Pen Pals program

Mr. Wayne Murschell presented the SSDS Report

Dr. Anthony Fitzpatrick read a prepared statement from Ms. Eileen Goodman regarding her retirement effective 06/30/2023

COMMUNICATIONS/ PRESENTATIONS:

None

CITIZENS:

Aprv. Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Colleen Barbaro to open the first public portion
 Open First
 Public Portion: Voice Vote:
 Yes – 6 No – 0 Abstentions – 0
 Mr. J. Wilson Hughes, Jr. - Absent
 Mrs. Sarah Ruczynski - Absent
 Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv. Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Colleen Barbaro to close the first public portion
 Close First
 Public Portion: Voice Vote:
 Yes – 6 No – 0 Abstentions – 0
 Mr. J. Wilson Hughes, Jr. - Absent
 Mrs. Sarah Ruczynski - Absent
 Mr. Eugene Thomas – Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL - Ms. Cheryl Potter
(all hiring is pending completion of required state paperwork and is dependent upon COVID 19 legislation and funding)

Aprv. T. Based upon the recommendation of the Superintendent approved Taylor Schiavone’s revised start date as
 Schiavone’s 1/17/2023
 Revised Start
 Date: Motion by Ms. Cheryl Potter, seconded Mrs. Angelique Stoney-Siplin

Voice Vote:
 Yes – 6 No – 0 Abstentions – 0
 Mr. J. Wilson Hughes, Jr. - Absent
 Mrs. Sarah Ruczynski - Absent
 Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv. E. Based upon the recommendation of the Superintendent approved the retirement of Eileen Goodman effective
 Goodman 6/30/2023
 Retirement:

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

Voice Vote:
 Yes – 6 No – 0 Abstentions – 0
 Mr. J. Wilson Hughes, Jr. - Absent
 Mrs. Sarah Ruczynski - Absent
 Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv. Non- Based upon the recommendation of the Superintendent approved the following non-teaching staff hires as listed:
 Teaching Staff
 Hires:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Bradford Rohm	Substitute Custodian	\$14.13/hour	2/1/2023
Thomas Sargent	Substitute Custodian	\$14.13/hour	2/1/2023

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

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Yes
Mr. J. Wilson Hughes, Jr. – Absent
Mrs. Joyce Massott-Burnett - Yes
Mrs. Lynette Peterson - Yes
Ms. Cheryl Potter – Yes
Mrs. Sarah Ruczynski - Absent
Mrs. Mary Snively – Yes
Mrs. Angelique Stoney-Siplin – Yes
Mr. Eugene Thomas – Absent

Motion carried unanimously

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 # 0152</u>	Board Officers (R)
<u>Policy # 0161</u>	Call, Adjournment and Cancellation (R)
<u>Policy # 0162</u>	Notice of Board Meetings (R)

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

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. Amended 2023 ESEA Fiscal Year Application: Based upon the recommendation of the Superintendent approved the submission of the ESEA Fiscal Year 2023 Amended Application

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

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mrs. Angelique Stoney-Siplin

Aprv. Secretary’s Report: Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of December 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. Angelique Stoney-Siplin, seconded Ms. Cheryl Potter

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv.
Treasurer’s
Report:

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

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – 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. Angelique Stoney-Siplin, seconded Mrs. Lynette Peterson

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – 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. Angelique Stoney-Siplin, seconded Mrs. Lynette Peterson

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv.
Transfer
Report:

Based upon the recommendation of the Superintendent approved the December 2022 Transfer Report.

See Page(s) _____ of minutes

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

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Yes
Mr. J. Wilson Hughes, Jr. – Absent
Mrs. Joyce Massott-Burnett - Yes
Mrs. Lynette Peterson - Yes
Ms. Cheryl Potter – Yes
Mrs. Sarah Ruczynski - Absent
Mrs. Mary Snively – Yes
Mrs. Angelique Stoney-Siplin – Yes
Mr. Eugene Thomas – Absent

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	\$ 307,209.61
2. Hand Check	\$ 19,407.67
3. Cafeteria Bill List	\$ 13,300.73

See Page(s) _____ of minutes

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

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Yes
Mr. J. Wilson Hughes, Jr. – Absent
Mrs. Joyce Massott-Burnett - Yes
Mrs. Lynette Peterson - Yes
Ms. Cheryl Potter – Yes
Mrs. Sarah Ruczynski - Absent
Mrs. Mary Snively – Yes
Mrs. Angelique Stoney-Siplin – Yes
Mr. Eugene Thomas – Absent

Motion carried unanimously

FACILITIES – Mrs. Lynette Peterson

(All facility requests are pending proper insurance certificates)

None

CAFETERIA – Mrs. Colleen Barbaro

Aprv. Cafeteria
Report:

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

Total Income	\$ 11,156.41
Total Expense	\$ (15,048.63)
Net Income or (Loss)	\$ (3,892.22)
Average Daily Attendance	211
Average Daily Participation	179
Percentage of Participation	85%

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

Voice Vote:

Yes – 6 No – 0 Abstentions – 0

Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

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

See Page(s) _____ of minutes

TRANSPORTATION - Mrs. Lynnette Peterson
None

SUPERINTENDENT'S REPORT – Dr. Anthony Fitzpatrick

Aprv. Field
Trips:

Based upon recommendation of the Superintendent approved the following field trips in accordance with our fee schedule and educational significance as listed:

<u>Date</u>	<u>Location</u>	<u>Grade/Time</u>
5/16/2023	Franklin Institute Philadelphia, PA	2nd Grade 8:45 am - 1:45 pm
6/01/2023	Cape May Zoo Cape May, N.J.	Kindergarten 8:45 am - 1:45 pm
6/02/2023	Funplex Mount Laurel, N.J.	5th & 6th Grade 9:00 am - 1:45 pm

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

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv.
HIB Reports:

Based upon recommendation of the Superintendent approved the December 2022 HIB report as previously submitted

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

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – 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 – January 2023
- Facility Manager's Report
- Principal's Report
- Fire Drills/Crisis Drills

	Date	Time
Fire Drill	1/18/2023	1:12 pm
Lockdown Drill	1/31/2023	1:08 pm

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

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
 Mr. J. Wilson Hughes, Jr. - Absent
 Mrs. Sarah Ruczynski - Absent
 Mr. Eugene Thomas – Absent

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Update: Mrs. Mary Snively updated the Board recent legislative updates

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

Update: Ms. Cheryl Potter informed the Board that the next Gloucester County School Board Association meeting will be held on February 23, 2023

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

None

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS

Aprv. Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Cheryl Potter to open the second public portion

Open Second
 Public Portion:

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
 Mr. J. Wilson Hughes, Jr. - Absent
 Mrs. Sarah Ruczynski - Absent
 Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv. Motion by Mrs. Angelique Stoney –Siplin, seconded by Mrs. Mary Snively to close the second public portion

Close Second
 Public Portion:

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
 Mr. J. Wilson Hughes, Jr. - Absent
 Mrs. Sarah Ruczynski - Absent
 Mr. Eugene Thomas – Absent

Motion carried unanimously

Adjourn Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Mary Snively that the meeting be adjourned at 7:50 meeting p.m.:

7:50 p.m.:

Voice Vote:

Yes – 6 No – 0 Abstentions – 0
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Sarah Ruczynski - Absent
Mr. Eugene Thomas – Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary