

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,  
MAY 4, 2023 IN THE AURA SCHOOL MEDIA CENTER.**

Purpose: 2022-23 SCHOOL YEAR REGULAR BOARD MEETING FOR MAY  
SEE PAGE (S) \_\_\_\_\_ OF MINUTES AGENDA

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

Board Mem. Pres.	Mrs. Colleen Barbaro Mr. J. Wilson Hughes, Jr. Mrs. Joyce Massott-Burnett Mrs. Lynette Peterson Ms. Cheryl Potter	Mrs. Sarah Ruczynski Mrs. Mary Snively Mrs. Angelique Stoney Siplin Mr. Eugene Thomas - Absent
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Admin. Pres. Dr. Piera Gravenor, Superintendent, 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 Statement: Mrs. Joyce Massott-Burnett 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.

**Re-Organization**

Appoint Dr. D. Koerner: Based upon the recommendation of the Superintendent approved Dr. David Koerner as the School Physician for the 2023-24 school year

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Appoint S. Considine Treasurer: Based upon the recommendation of the Superintendent approved Stephen Considine as Treasurer of School Monies for the 2023-24 school year

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. FNBE School Depository: Based upon the recommendation of the Superintendent approved the First National Bank of Elmer as the school depository for 2023-24 school year

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. NJCM  
as Additional  
Depository:

Based upon the recommendation of the Superintendent approved New Jersey Cash Management as an additional depository for school funds

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Acct.  
Signatures:

Based upon the recommendation of the Superintendent approved the following checking account signatories for the 2023-24 school year as listed:

1. Treasurer Account - Board Secretary, Treasurer and President or Vice-President (alternate) (3 signatures required)
2. Agency Account - Treasurer (1 signature required)
3. Payroll Account - Treasurer (1 signature required)
4. Aura School Account - Principal's Secretary, Board Office Secretary, Business Administrator (2 signatures required)
5. Cafeteria Account - Business Administrator, Board Office Assistants (2 signatures required)
6. Unemployment Account - Board Secretary, Treasurer (1 signature required)
7. Money Market, Principal Account - Business Administrator and Treasurer (2 signatures required)
8. Petty Cash Account - Superintendent's Secretary and Principal or Superintendent and Business Administrator or Board Office Assistants (2 signatures required)
9. Child Care Account - Business Administrator, Board Office Secretary (2 signatures required)
10. Bond Account - Business Administrator (1 signature required)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. 23-24  
Professional  
Services:

Based upon the recommendation of the Superintendent approved the following professional service appointments for the 2023-24 school year as listed:

1. Auditor – Holt McNally & Associates
2. Architect of Record - Garrison Architects
3. Insurance Broker/Dental Benefits - Allen Associates
4. Sloan Insurance (surety bonds only)
5. Solicitor - Frank P. Cavallo, Jr. Esq - Parker McCay Law Firm
6. ESS Support Services, LLC
7. ESS Northeast, LLC

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Official  
Newspapers:

Based upon the recommendation of the Superintendent approved the official newspapers as listed:

1. The Sentinel
2. South Jersey Times

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. 23-24  
Positions for  
W. Murschell:

Based upon the recommendation of the Superintendent approved Wayne Murschell, Principal, to the following positions for the 2023-24 school year

1. Affirmative Action Officer
2. Attendance Officer
3. Issuing Officer for working papers
4. Safety Official

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. 23-24  
Positions for J.  
Collins:

Based upon the recommendation of the Superintendent approved the appointment of Joseph Collins for the following positions as listed:

1. Public Agency Compliance Officer
2. Qualified Purchasing Agent, the bid limit is \$44,000
3. Custodian of Public Records (OPRA)
4. Board Secretary/Business Administrator
5. Official for Investments and Wires
6. Delegate to the GCSSD JIF

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. 23-24  
Positions for J.  
Scerbo:

Based upon the recommendation of the Superintendent approved Mrs. Jackie Scerbo, Director of Child Study Team, to the following positions for the 2023-24 school year and that her name, office address and telephone number be advertised and the Board adopt a grievance procedure for same

1. 504 Compliance Officer
2. ADA Coordinator

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Recognition of  
Official  
Bargaining  
Units:

Based upon the recommendation of the Superintendent approved the official bargaining units as listed:

1. Elk Township Education Association, member of the New Jersey Education Association (NJEA) for teachers
2. Elk Maintenance Custodial Group for custodial/maintenance staff

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Appoint P.  
Gravenor BOE  
Secretary for  
Emergency:

Based upon the recommendation of the Superintendent approved Dr. Piera Gravenor, Superintendent, as acting Board Secretary for emergency purposes for the 2023-24 school year

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Appoint Tax  
Shelter  
Company/  
Broker:

Based upon the recommendation of the Superintendent approved Lincoln Investments as tax shelter annuity broker

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Chart of  
Accounts:

Based upon the recommendation of the Superintendent approved the Chart of Accounts as established by the NJ Department of Education

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. 23-24  
Positions for  
M. Durham:

Based upon the recommendation of the Superintendent approved Margaret Durham, Facilities Manager, to the following positions as follows:

1. Integrated Pest Management Coordinator
2. District Right-to-Know Coordinator
3. AHERA Designee
4. Indoor Air Quality Coordinator
5. Asbestos Management Officer
6. Safety and Health Designee
7. Chemical Hygiene Officer

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. 23-24  
Positions for  
D. Pierce

Based upon the recommendation of the Superintendent approved Denise Pierce, School Psychologist, for the following positions for the 2023-2024 school year as listed:

1. HIB Coordinator
2. DCP&P Liaison

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. BR.  
Tharp-Traina  
23-24 HIB  
Specialist:

Based upon the recommendation of the Superintendent approved Brooke-Rose Tharp-Traina, School Social Worker, as HIB specialist

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. K.  
Nichols 23-24  
Homeless  
Liaison:

Based upon the recommendation of the Superintendent approved Kathy Nichols, secretary, as Homeless Liaison

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv.  
Parliamentary  
Procedures:

Based upon the recommendation of the Superintendent approved the parliamentary procedures as established by Robert's Rule in running our public meeting

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv.  
Facsimile  
Signature:

Based upon the recommendation of the Superintendent approved the use of a facsimile signature on checks

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Agenda  
Format:

Based upon the recommendation of the Superintendent approved the current agenda format to be used for the 2023-24 school year

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Petty Cash Amount: Based upon the recommendation of the Superintendent approved a petty cash checking account in the amount of \$400:

- Maximum expenditure will be \$150
- Balance will be reported to the Board on a monthly basis

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Positions for Dr. A. Fitzpatrick: Based upon the recommendation of the Superintendent approved Dr. Anthony Fitzpatrick, Supervisor of Curriculum, as the Title IX Coordinator and that his name, office address and telephone number be advertised as per 34 CFT 106.8(c).

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Bill Payment: Based upon the recommendation of the Superintendent approved payment of bills between board meetings with the approval of the Superintendent after consultation with the finance chair

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Procurement of Goods: Based upon the recommendation of the Superintendent approved procurement of goods and services through state contracts

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. J. Nichols Alt. Delegate to GCSSD: Based upon the recommendation of the Superintendent approved Joseph Nichols as alternate delegate to the GCSSD JIF

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Curricula, Based upon the recommendation of the Superintendent approved the following:  
1. Curricula, Courses of Study and textbooks

Course of Study, Texts, Eval Schedule, CST/Guide/Media Programs & Services:

- 2. Curriculum Evaluation Schedule
- 3. Child Study/Guidance/Media Center Program and Service

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

Roll Call Vote:

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

Motion carried unanimously

Aprv. District Travel:

Based upon the recommendation of the Superintendent approved, in accordance with Policy #6471, School District Travel, and NJAC 6A:23A-7, the establishment of a maximum travel amount for the 2023-2024 school year in the amount of \$5,000 for the Operating Fund

The maximum travel amount excludes travel expenditures supported by Federal funds. The annual maximum amount per employee for regular business travel shall be \$1,500. For the school year 2022-2023, school district travel was budgeted at \$1,500 in the Operating Fund. As of April 30, 2023, \$-0- has been expended. The total amount of travel supported by Federal funds for the prior year, the pre-budget year and the projected budget year are as follows:

- 2021-2022 \$ -0-
- 2022-2023 (as of April 30, 2023) \$ -0-
- 2023-2024 \$ 200.00

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

Roll Call Vote:

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

Motion carried unanimously

**MINUTES:**

Aprv. Minutes: Motion by Mrs. Joyce Massott-Burnett, seconded by Ms. Cheryl Potter to approve the April 6, 2023 minutes as listed:

- 1. Regular Session

Voice Vote:

- Yes – 7 No – 0 Abstentions – 1
- Mr. J. Wilson Hughes, Jr. - Abstain
- Mr. Eugene Thomas - Absent

Motion carried unanimously

**COMMUNICATIONS/ PRESENTATIONS:**

None

**CITIZENS:**

Aprv.  
Open First  
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski to open the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aura Home and School Association informed the Board of the many happenings going on at Aura School. The teachers were treated to special events each day during Teacher Appreciation Week, the sixth grade will be having a skating trip, and there will be a school wide fun day at the end of the year.

Aprv.  
Close First  
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr, seconded by Mrs. Angelique Stoney-Siplin to close the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

**COMMITTEES:**

**PERSONNEL** - Mrs. Sarah Ruczynski

*(all hiring is pending completion of required state paperwork)*

Aprv. 23-24  
Sub. Nurses:

Based upon the recommendation of the Superintendent approved the following substitute nurses at a previously approved rate for the school year 2023-2024 as listed:

Chelsi Biener	Loretta DeStefano-Micarelli	Dorothy Dilger
Kim Hollywood	Carol Verechia	Jacqueline Olmo
Joanne Gibison	Sandra Schmittinger	

Motion by Mrs. Sarah Ruczynski, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. 23-24  
School Year  
Rates:

Based upon the recommendation of the Superintendent approved the following salary rates for the 2023-2024 school year as listed:

Substitute Custodians	\$ 15.00/hr.
Student Aides	\$ 15.00/hr.
Substitute Secretary	\$ 15.00/hr.
Substitute School Nurse	\$ 250.00/day



Homebound Instruction	as per negotiated agreement
Tutoring/Homework	as per negotiated agreement
ESY/BSI Teacher	\$ 160.00/day
ESY Teacher's Aide	\$ 80.00/day
Curriculum Writing	\$ 120.00/day (Summer)
Professional Development	\$ 120.00/day (Summer)

Motion by Mrs. Sarah Ruczynski, 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
- Mrs. Lynette Peterson - Yes
- Ms. Cheryl Potter – Yes
- Mrs. Sarah Ruczynski - Yes
- Mrs. Mary Snively – Yes
- Mrs. Angelique Stoney-Siplin – Yes
- Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv.  
Tenure/Non-  
Tenured Staff  
Report:

Based upon the recommendation of the Superintendent approved the Tenure/Non-Tenured Staff Report for the 2023-2024 school year

See Page(s) \_\_\_\_\_ of minutes

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

Voice Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv.  
Retirement:

Based upon the recommendation of the Superintendent approved the following retirement as listed:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Frank Knauss	Music Teacher	6/30/2023

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

Voice Vote:

- Yes – 8 No – 0 Abstentions – 0
- Mr. Eugene Thomas - Absent

Motion carried unanimously

**POLICY** – Ms. Cheryl Potter

Aprv. Policies/  
Regulation:

Based upon the recommendation of the Superintendent approved on first reading the following policies and regulations as listed:

<u>Policy #2520</u>	Instructional Supplies (M)(R)
<u>Reg #2520</u>	Instructional Supplies (M)(R)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

**CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter**

Aprv. Grad.  
Course Work:

Based upon the recommendation of the Superintendent approved the following graduate coursework as listed:

Name	Course	Cost
Paige Nelson	Teaching and Learning in Diverse Classrooms	\$ 1,950.00

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

Mrs. Lynette Peterson - Yes

Ms. Cheryl Potter – Yes

Mrs. Sarah Ruczynski - Yes

Mrs. Mary Snively – Yes

Mrs. Angelique Stoney-Siplin – Yes

Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv. R.  
Tomczak  
Summer  
Brigance  
Testing:

Based upon the recommendation of the Superintendent approved Rachel Tomczak to administer the summer Brigance testing for incoming Kindergarten students at a rate of \$27 per hour

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

Mrs. Lynette Peterson - Yes

Ms. Cheryl Potter – Yes

Mrs. Sarah Ruczynski - Yes

Mrs. Mary Snively – Yes

Mrs. Angelique Stoney-Siplin – Yes

Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv. BSSSC  
Grant:

Based upon the recommendation of the Superintendent approved submission of the Bipartisan Safer Schools Stronger Connections Grant

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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 March 2023. 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 by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv.  
Treasury  
Report:

Approved the Treasurer Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2023. The Treasurer's Report and Secretary's Report are in agreement for the month of March 2023.

See Page(s) \_\_\_\_\_ of minutes

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
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 by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
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 by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. March  
Transfer  
Report:

Approved the March Transfer Report.

See Page(s) \_\_\_\_\_ of minutes

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mr. J. Wilson Hughes, Jr.

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Yes

Mr. J. Wilson Hughes, Jr. – Yes

Mrs. Joyce Massott-Burnett - Yes

Mrs. Lynette Peterson - Yes

Ms. Cheryl Potter – Yes

Mrs. Sarah Ruczynski - Yes

Mrs. Mary Snively – Yes

Mrs. Angelique Stoney-Siplin – Yes

Mr. Eugene Thomas – Absent

Motion carried unanimously

Aprv.  
Monthly Bill  
List:

Approved the monthly bill list as distributed:

- |                        |               |
|------------------------|---------------|
| 1. General Bill List   | \$ 221,563.12 |
| 2. Hand Check          | \$ 17,203.91  |
| 3. Cafeteria Bill List | \$ 6,936.63   |

See Page(s) \_\_\_\_\_ of minutes

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mr. J. Wilson Hughes, Jr.

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Yes

Mr. J. Wilson Hughes, Jr. – Yes

Mrs. Joyce Massott-Burnett - Yes

Mrs. Lynette Peterson - Yes

Ms. Cheryl Potter – Yes

Mrs. Sarah Ruczynski - Yes

Mrs. Mary Snively – Yes

Mrs. Angelique Stoney-Siplin – Yes

Mr. Eugene Thomas – Absent

Motion carried unanimously

**FACILITIES** – Mr. J. Wilson Hughes, Jr.

*(All facility requests are pending proper insurance certificates)*

Aprv. Facility  
Use Requests:

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

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Family Night/Art walk/concert	All purpose room/library	6/2/2023	5:00pm - 8:30pm
Delsea Field Hockey	Playground/All purpose room	5/15/2023 through 5/18/2023	3:00pm - 4:00pm
ETEA	Aura School Courtyard	5/9/2023	4:00pm - 6:00pm

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

**CAFETERIA – Mrs. Colleen Barbaro**

Aprv. Cafeteria Report:

Based upon the recommendation of the Superintendent approved the March 2023 cafeteria report as listed:

<b>Total Income</b>	\$ 19,916.58
<b>Total Expense</b>	\$ (17,176.99)
<b>Net Income or (Loss)</b>	\$ 2,739.59
<b>Average Daily Attendance</b>	318
<b>Average Daily Participation</b>	210
<b>Percentage of Participation</b>	66%

Motion by Mrs. Colleen Barbaro, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

**TRANSPORTATION - Mrs. Lynnette Peterson**

Aprv. Bus Evac. Drill:

Based upon the recommendation of the Superintendent approved the school bus evacuation drills that were completed on April 18, 2023

Motion by Mrs. Lynnette Peterson, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

**SUPERINTENDENT'S REPORT**

Aprv. Field Trips:

Based upon the 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>Name</u>
5/30/2023	Delsea Regional Middle School	6th Grade Kristine Carter/Kristie Jacoby
5/31/2023	Delsea High School Track	6th Grade Kristine Carter/Kristie Jacoby

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv.  
HIB Report:

Based upon recommendation of the Superintendent approved the March 2023 HIB report as previously submitted

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

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 – April 2023
- Facility Manager’s Report
- Principal’s Report\*
- Fire Drills/Crisis Drills

	<b>Date</b>	<b>Time</b>
<b>Fire Drill</b>	04/28/2023	8:30 am
<b>Lockdown Drill</b>	04/26/2023	1:25 pm

\*(Mr. Wayne Murschell stated state testing is approaching and Aura has simulated the testing event without any issues)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mr. Eugene Thomas - Absent

Motion carried unanimously

**LEGISLATION - Mrs. Mary Snively**

Mrs. Mary Snively informed the Board that there is a delegate meeting on May 13, 2023

**GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Mrs. Sarah Ruczynski**

None

**SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins**

None

**OLD BUSINESS**

Mr. J. Wilson Hughes, Jr. questioned how many AED are in the school building  
Mr. Joseph Collins stated that there are a total of three AED two are mounted and one is mobile

Dr. Piera Gravenor informed the Board that the second round of principal interviews would be held on May 8, 2023

The Board discussed the interview process

**NEW BUSINESS**

None

**CITIZENS**

Aprv. Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Angelique Stoney-Siplin to open the second public portion  
Open Second  
Public Portion: Voice Vote:  
Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Aprv. Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski to close the second public portion  
Close Second  
Public Portion: Voice Vote:  
Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Adjourn Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Angelique Stoney-Siplin that the meeting be adjourned at  
meeting 7:37 p.m.: 7:37 p.m.:  
Voice Vote:  
Yes – 8 No – 0 Abstentions – 0  
Mr. Eugene Thomas - Absent

Motion carried unanimously

Respectfully Submitted,

\_\_\_\_\_  
Joseph M. Collins,  
School Business Administrator/Board Secretary