

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,
OCTOBER 12, 2023 IN THE AURA SCHOOL MEDIA CENTER.**

Purpose: 2023-24 SCHOOL YEAR REGULAR BOARD MEETING FOR OCTOBER
SEE PAGE (S) _____ OF MINUTES AGENDA

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

Board Mem.	Mrs. Colleen Barbaro - Absent	Mrs. Sarah Ruczynski – Late 7:05
Pres.	Mr. J. Wilson Hughes, Jr.	Mrs. Mary Snively
	Mrs. Joyce Massott-Burnett	Mrs. Angelique Stoney Siplin
	Mrs. Lynnette Peterson	Mr. Eugene Thomas
	Ms. Cheryl Potter	

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.

MINUTES:

Aprv. Minutes: Motion by Mr. Eugene Thomas, seconded by Mrs. Angelique Stoney-Siplin to approve the September 14, 2023 minutes as listed:

1. Regular Session

Voice Vote:

Yes – 5 No – 0 Abstentions – 2

Mrs. Colleen Barbaro - Absent

Mr. J. Wilson Hughes, Jr. – Abstain

Mrs. Sarah Ruczynski – Late 7:05

Mrs. Mary Snively - Abstain

Motion carried unanimously

COMMUNICATIONS/ PRESENTATIONS:

Mr. Kevin Donahue reviewed the HIB Self-Assessment Report and the daily activities of the newly opened Pre-School. He stated that both buildings were running well and both staff and students were in high spirits with great attitudes

Mr. Kevin Donahue informed the Board that fire prevention week was a hit with the students

Ms. Cheryl Potter questioned what was being planned to celebrate cultural events such as Black History Month and Hispanic Heritage Cultural Month. Mr. Donahue reviewed the plans for these events

CITIZENS:

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

Open First Voice Vote:
Public Portion: Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

Ms. Tara Centron Aura HAS stated that it has been a successful fall for the HAS and reviewed upcoming events with the Board

Aprv. Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski to close the first public portion
Close First

Public Portion: Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL – Mrs. Sarah Ruczynski
(all hiring is pending completion of required state paperwork)

Aprv. D. Based upon the recommendation of the Superintendent approved the revised start date for Danielle Saponaro,
Saponaro Preschool Site Administrator to October 25, 2023

Preschool Site Admin: Motion by Mrs. Sarah Ruczynski, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

Aprv. J. Based upon the recommendation of the Superintendent approved the resignation of James Cunningham, custodian,
Cunningham effective 10/1/2023

Resignation: Motion by Mrs. Sarah Ruczynski, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

Aprv. 23-24 Based upon the recommendation of the Superintendent approved the following teaching staff hires for the 2023-
Teaching Staff 2024 school year as listed:

Hires:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Degree</u>	<u>Salary</u>	<u>Effective</u>
Cora Goss	PreSchool Teacher	1	BA	\$53,363 (prorated)	11/1/2023
Alyssa Sheehy	PreSchool Teacher	2	BA	\$53,563 (prorated)	11/15/2023
Adam Sheikh-Yousef	PreSchool Teacher	1	BA	\$53,363 (prorated)	12/12/2023
Johanna Norton	PreSchool Teacher	1	BA	\$53,363 (prorated)	12/12/2023

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

POLICY – Mr. Eugene Thomas

Aprv. Policy/
Regulations:

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

Policy # 0144	Board Member Orientation and Training (R)
Reg. # 8420.2	Bomb Threats (M) (R)
Reg. # 8420.7	Lockdown Procedures (M) (R)
Reg. # 8420.10	Active Shooter (M) (R)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. 23-24
Title I Parent
Compact:

Based upon the recommendation of the Superintendent approved the 2023-2024 Title I Parent Compact

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

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 & Tolls</u>	<u>Lodging & Meals</u>	<u>Total</u>
Cheryl Potter Joe Nichols	Atlantic City Convention Center	NJSBA Annual Conference	10/23/23 - 10/26/23	\$1,100.00	\$153.20		\$1,253.20

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 1
Mrs. Colleen Barbaro – Absent
Mr. J. Wilson Hughes, Jr. – Yes
Mrs. Joyce Massott-Burnett - Yes
Mrs. Lynnette Peterson - Yes
Ms. Cheryl Potter – Abstain
Mrs. Sarah Ruczynski - Yes
Mrs. Mary Snively – Yes
Mrs. Angelique Stoney-Siplin – Yes
Mr. Eugene Thomas – Yes

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 August 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 Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – 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 August 2023. The Treasurer's Report and Secretary's Report are in agreement for the month of August 2023.

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – 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 Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – 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 Mrs. Sarah Ruczynski

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

Aprv. August
Transfer
Report:

Approved the August Transfer Report.

See Page(s) _____ of minutes

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

Roll Call Vote:

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

Motion carried unanimously

Aprv.
Monthly Bill
List:

Approved the monthly bill list:

- | | |
|----------------------|---------------|
| 1. General Bill List | \$ 223,060.10 |
| 2. Hand Checks | \$ 14,166.47 |

See Page(s) _____ of minutes

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

Roll Call Vote:

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

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 requests as listed:

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Elk Township Fire Companies	Entire Facility <i>(Fire Drill for Fire Prevention Week)</i>	10/11/2023	9:00 am
Aura Volunteer Fire Company	Parking Lot Bathrooms <i>(Fire Prevention Display)</i>	10/11/2023	5:30 pm through 9:00 pm
Elk Township Education Association	All Purpose Room Art Room Courtyard <i>(Teddy Bear Sleepover)</i>	10/18/2023	5:30 pm through 8:30 pm

(All facility requests are pending proper insurance certificates)

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Absent

Motion carried unanimously

CAFETERIA – Mrs. Colleen Barbaro

None

TRANSPORTATION - Mrs. Lynnette Peterson

Aprv.
Participation in
23-24 Coop.
Transportation
with GCSSSD:

Based upon the recommendation of the Superintendent approved the 2023-2024 participation in the cooperative transportation service with GCSSSD

Motion by Mrs. Lynnette Peterson, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Absent

Motion carried unanimously

SUPERINTENDENT'S REPORT

Aprv.
HIB Report:

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

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Absent

Motion carried unanimously

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>Name/Location</u>	<u>Grade/Time</u>
10/20/2023	Mood's Farm Mullica Hill	Kindergarten 12:15 pm - 1:45 pm
10/24/2023	Mood's Farm Mullica Hill, NJ	Pre-K 9:30 am - 11:15 pm

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Absent

Motion carried unanimously

Aprv. Special
Ed. Tuition
Placements:

Based upon the recommendation of the Superintendent approved the following special education tuition student placements as listed:

<u>Initials</u>	<u>DOB</u>	<u>Classification</u>	<u>School</u>	<u>Contracted Educational Tuition</u>
G. B.	10/31/2017	MD	Gloucester County Special Services School District	\$41,850.00/year (\$232.50/diem)
S. L.	5/14/2013	ERI	Gloucester County Special Services School District	\$43,830.00/year (\$243.50/diem) 1:1 Aide \$41,580.00/year (\$231.00/diem)
S. T.	7/14/2017	MD	Gloucester County Special Services School District	\$41,850.00/year (\$232.50/diem) 1:1 Aide \$41,580.00/year (\$231.00/diem)
L. C.	11/11/2016	ERI	Gloucester County Special Services School District	\$43,830.00/year (\$243.50/diem)

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

Roll Call Vote:

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

Motion carried unanimously

Aprv.
Board Reports:

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

- Enrollment
- Staff Attendance
- Nurse’s Report
- HIB Report – September 2023
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

	Date	Time
Fire Drill	9/12/2023	9:00 am
Full Evacuation Drill	9/14/2023	11:00 am

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
 Mrs. Colleen Barbaro – Absent

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

Mrs. Mary Snivley informed the Board of the current proposals to encourage and assist new teachers pay for registration fees as well as the new sick leave regulations for staff

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Mrs. Sarah Ruczynski
None

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins
None

OLD BUSINESS
None

NEW BUSINESS

Mr. J. Wilson Hughes Jr. informed the Board that the consolidation meeting went well and that the next meeting has been set and the feasibility study has been fast tracked

CITIZENS

Aprv. Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski to open the second public portion
Open Second
Public Portion: Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

Aprv. Motion by Mrs. Sarah Ruczynski, 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. Colleen Barbaro – Absent

Motion carried unanimously

Adjourn meeting 7:24 p.m.: Motion by Mr. Eugene Thomas, seconded by Mrs. Angelique Stoney-Siplin that the meeting be adjourned at 7:24 p.m.
Voice Vote:
Yes – 8 No – 0 Abstentions – 0
Mrs. Colleen Barbaro – Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins
School Business Administrator/Board Secretary