

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, JUNE 11, 2020 AURA ELEMENTARY SCHOOL VIRTUAL MEETING.

Purpose: 2019-20 SCHOOL YEAR REGULAR BOARD MEETING FOR JUNE
SEE PAGE (S) _____ OF MINUTES AGENDA

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

Board Mem. Ms. Danielle Bland Mrs. Mary Snively
Pres. Mr. Wayne Howard Mrs. Angelique Stoney-Siplin
Mr. J. Wilson Hughes, Jr. Ms. Courtney Vance - Absent
Mrs. Joyce Massott-Burnett Mrs. Jennifer Wirtz
Ms. Cheryl Potter

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

Statement: As 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.

Mrs. Jennifer Wirtz read the following 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. Motion by Mrs. Mary Snively, seconded by Mrs. Jennifer Wirtz to approve the May 7, 2020 minutes as listed
Minutes:

1. Regular Session
2. Special Public Hearing

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

COMMUNICATIONS/PRESENTATIONS

Mrs. Michelle English President of Aura Home and School thanked the Board for all of their help and support during her time as President
Ms. Cheryl Potter thanked Mrs. English for her service

CITIZENS

Open Public: Motion by Mrs. Jennifer Wirtz, seconded by Ms. Danielle Bland to open the first public portion

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL COMMITTEE - Mrs. Jennifer Wirtz

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

Aprv. NU Vac.
CO:

Based upon the recommendation of the Superintendent approved the Non-Unit vacation days to be carried over to the 2020-21 school year

See Page(s) _____ of minutes

Motion by Mrs. Jennifer Wirtz, seconded by Ms. Cheryl Potter

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Danielle Bland - Yes
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 - Absent
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. L.
Carrozza
Summer
Testing:

Based upon the recommendation of the Superintendent approved Loriann Carrozza to administer the summer Brigance testing for incoming Kindergarten students at a rate of \$27.00 per hour

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. 20-21
VESY Staff:

Based upon the recommendation of the Superintendent approved the following staff for the 2020-2021 Virtual Extended School Year Program (ESY) as listed:

Teachers	Days
Rachel Tomczak	Maximum 21 days
Danielle Barbato	Maximum 13 days
Jennifer Everwine	Maximum 13 days
Brian Cogle	Maximum 7 days
Counselor	
Brooke Tharp	Maximum 7 days

Motion by Mrs. Jennifer Wirtz, seconded by Ms. Danielle Bland

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
 Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. 2020
 SWAG Staff:

Based upon the recommendation of the Superintendent approved the following 2020 SWAG teachers as listed:

<u>SWAG Teachers</u>	
Rachel Fifer	Maddy Lavoe
Dina Holmes	David Paoline
Steven Keane	

Motion by Mrs. Jennifer Wirtz, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
 Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. LOA:

Based upon the recommendation of the Superintendent approved the following leave of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>	<u>Sick Days</u>
Ashley Davis (teacher)	9/01/20 through 12/25/20	9/19/20 through 10/02/20 (benefit 2 weeks)	10/03/20 through 12/25/20 (benefit 12 weeks)	Paid leave 9/01/20 through 9/18/20 Unpaid leave 9/19/20 through 12/25/20
Kerry Kramme (teacher)	9/01/20 through 12/23/20	10/15/20 through 11/02/20 (benefit 3 weeks)	11/03/20 through 12/23/20 (benefit 8 weeks)	Paid leave 9/01/20 through 10/14/20 Unpaid leave 10/15/20 through 12/23/20

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
 Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. 20-21
 NU Salary
 Increases:

Based upon the recommendation of the Superintendent approved the Non-Unit salary increases as listed for the 2020-21 school year

Motion by Mrs. Jennifer Wirtz, seconded by Ms. Cheryl Potter

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
 Ms. Danielle Bland - Yes
 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 - Absent
 Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. 2020
CD Staff:

Based upon the recommendation of the Superintendent approved the 2020 Curriculum Development summer positions, at a previously approved rate, as listed:

Marielle Walker	Steve Keane	Kristen Molinari
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Motion by Mrs. Jennifer Wirtz, seconded by Ms. Danielle Bland

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

POLICY – Ms. Danielle Bland
None

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv.
Amazing
Trans. July-
August:

Based upon the recommendation of the Superintendent approved Amazing Transformations to provide Behavioral Support from July 1, 2020 through August 31, 2020 with an estimated cost of \$2,380

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Danielle Bland - Yes
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 - Absent
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. FY21
ESEA Grant
Submission:

Based upon the recommendation of the Superintendent approved submission of the FY21 ESEA Grant

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mr. Wayne Howard

Aprv. Board
Secretary
Report:

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

Motion by Mr. Wayne Howard, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv.
Treasurers
Report:

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

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Motion by Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv Board
Sec. Cert.:

Approved in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 the certification of the Board Secretary that there are no changes in anticipated revenue amounts or revenue sources

Motion by Mr. Wayne Howard, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv Board
Cert:

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 Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. Bills:

Based upon the recommendation of the Superintendent approved the monthly bill list as distributed:

1. General Bill List	\$	248,965.45
2. Hand Check	\$	11,351.52
3. Cafeteria Bill List	\$	3,410.91

Motion by Mr. Wayne Howard, seconded by Ms. Cheryl Potter

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Danielle Bland - Yes

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 - Absent
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes, Jr.
None

CAFETERIA – Mrs. Joyce Massott-Burnett

Aprv. Caf 
Report:

Based upon the recommendation of the Superintendent approved the April 2020 cafeteria report as listed:

Total Income	\$ 7,215.74
Total Expense	\$ (5,971.81)
Net Income or (Loss)	\$ 1,243.93
Average Daily Attendance	286
Average Daily Participation	68
Percentage of Participation	24%

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

TRANSPORTATION - Mrs. Angelique Stoney-Siplin

Aprv. 20-21
Coop. Trans.
w/ GCSSSD:

Based upon the recommendation of the Superintendent approved participation in the 2020-21 Cooperative Transportation Services agreement with Gloucester County Special Services School District

Mrs. Mary Snively inquired as to if the district was ready for the implementation of Emmons Law

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

SUPERINTENDENT'S REPORT

Aprv. April
HIB:

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

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

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

1. Enrollment
2. Staff Attendance
3. Nurse's Report
4. HIB Report - May
5. Facility Manager's Report
6. Principal's Report
7. Fire Drills/Crisis Drills

Fire Drill	N/A	N/A
Lockout Drill	N/A	N/A

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

LEGISLATION – Mrs. Mary Snively

Mrs. Snively informed the Board that the guidelines for school opening are not very forthcoming

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

None

SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Joseph Collins

Aprv. Adj. to
PSBT:

Based upon the recommendation of the Superintendent approved the Adjustments to Public School Bid Thresholds with Qualified Purchasing Agent from \$40,000 to \$44,000 effective July 1, 2020

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

For Information Only: The Adventure Club Proposal for the Before/After School Program

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Aprv. 20-21
SS
Agreements:

Based upon the recommendation of the Superintendent approved the following shared services with the Delsea Regional School District

1. Superintendent
2. Assistant Superintendent/Curriculum Director
3. IT Services
4. Child Study Team Director
5. Transportation Services
6. Facilities Manager
7. Business Services
8. Transportation Coordinator

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Danielle Bland - Yes
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 - Absent
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. 20-21 SS Agreements: Based upon the recommendation of the Superintendent approved sharing services with Delsea Regional School District as listed

1. Maintenance Mechanic
2. Educational Research Coordinator

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Danielle Bland - Yes
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 - Absent
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. Dr. P. Gravenor 20-21 Contract: Based upon the recommendation of the Superintendent approved the 2020-2021 employment contract for Dr. Piera Gravenor, Superintendent

Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Danielle Bland

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. Asst. Sup. 20-21 Contract: Based upon the recommendation of the Superintendent approved the Assistant Superintendent contract for the 2020-2021 school year

Motion by Ms. Danielle Bland, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0
Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. SBA 20-21 Contract: Based upon the recommendation of the Superintendent approved the School Business Administrator contract for the 2020-2021 school year

Motion by Ms. Danielle Bland, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

OLD BUSINESS

None

NEW BUSINESS

None

CITIZENS

Aprv. - Motion by Ms. Danielle Bland, seconded by Mrs. Jennifer Wirtz to open the second public portion

Open Second
Public Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

Mrs. Michelle English questioned if the 2020-2021 school year was a hundred percent virtual, would there be any changes to the current 2020-2021 school calendar

Dr. Piera Gravenor stated that the only possible change that has been discussed is moving Professional Development days to the beginning of school to make sure all teachers were as prepared as possible

Aprv. - Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Danielle Bland to close the second public portion

Closed
Second Public
Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. - Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Angelique Stoney-Siplin that the meeting be adjourned
Meeting
Adjourned
8:06 p.m.:

Voice Vote:

Yes – 8 No – 0 Abstentions – 0

Ms. Courtney Vance - Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary