

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, FEBRUARY 10, 2022 IN THE AURA SCHOOL ALL PURPOSE ROOM.**

Purpose: 2021-22 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. Mary Snively  
Pres. Mr. J. Wilson Hughes, Jr. – 7:08pm Mrs. Angelique Stoney Siplin  
Mrs. Joyce Massott-Burnett - Absent Ms. Courtney Vance - Absent  
Ms. Cheryl Potter Mrs. Jennifer Wirtz  
Mrs. Sarah Ruczynski

Admin. Pres. Dr. Piera Gravenor, Superintendent, Mr. Joseph Collins, Business Administrator/Board Secretary and Dr. Anthony Fitzpatrick, 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: Mrs. Jennifer Wirtz led the Pledge of Allegiance.

Mission Mrs. Jennifer Wirtz 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 Mrs. Angelique Stoney-Siplin, seconded by Mrs. Sarah Ruczynski to approve the January 6, 2022 minutes as listed:

1. Regular Session

Voice Vote:

Yes – 6 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Mr. J. Wilson Hughes, Jr – 7:08pm  
Ms. Courtney Vance - Absent

Motion carried unanimously

**COMMUNICATIONS/ PRESENTATIONS:**

Ms. Eshe Price reviewed Aura Start Strong Assessment for grades 4-6

Mr. Wayne Murschell introduced the Aura Elementary Educational Services Professional of the Year Mrs. Kathy Frye and spoke of Mrs. Frye's contributions to the district

Mr. Wayne Murschell introduced Aura Elementary Teacher of the Year Mrs. Erin Genzel  
Mrs. Erin Genzel read a prepared statement thanking the Board

Mr. Wayne Murschell reviewed the SSDS report

**CITIZENS:**

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

Open First  
Public Portion:

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

Ms. Liana Ross read a prepared statement in reference to the use of masks in Aura Elementary

Mr. Gene Thomas spoke out against the use of masks within Aura Elementary

Ms. Victoria Thomas spoke about a mask optional policy within Aura Elementary

Mr. Thomas Avano spoke about a mask optional policy within Aura Elementary

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 – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - 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 )*

Aprv. LOA: Based upon the recommendation of the Superintendent approved the following leaves of absence as listed:

<u>Employee</u>	<u>Leave Requested</u>	<u>Paid/Unpaid Days</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>
Alexandra Long	3/21/2022 through 11/23/2022	<b>Paid:</b> 3/21/2022 through 6/03/2022 <b>Unpaid:</b> 6/4/2022 through 6/20/2022 9/01/2022 through 11/23/2022	06/04/2022 through 6/19/2022 <i>(2 weeks)</i>	9/01/2022 through 11/23/2022 <i>(12 weeks)</i>
Kerry Kramme	1/31/2022 through 4/25/2022	<b>Paid:</b> 1/31/2022 through 2/04/2022 <b>Unpaid:</b> 2/05/2022 through 4/25/2022	2/05/2022 through 4/25/2022 <i>(11 weeks)</i>	N/A

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

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

Non-Teaching  
Hires:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Kristin Love	Substitute Custodian	\$13.00/hr.	TBD
Leon McFadden	Substitute Custodian	\$13.00/hr.	TBD

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

**POLICY** – Mrs. Mary Snively

Aprv. Policies: Based upon the recommendation of the Superintendent approved on first reading the following policies as listed:

Policy #2467	Surrogate Parents and Resource Family Parents (R) (M)
Policy #5111	Eligibility of Resident/Nonresident Students (R) (M)
Policy #5116	Education of Homeless Children (R)
Policy #6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs (N) (M)
Policy #6115.02	Federal Awards/Funds Internal Controls - Mandatory Disclosures (N) (M)
Policy #6115.03	Federal Awards/Funds Internal Controls - Conflict of Interest (N) (M)
Policy #6311	Contracts for Goods or Services Funded by Federal Grants (R) (M)
Policy #8540	School Nutrition Programs (R) (M)
Policy #8550	Meal Charges/Outstanding Food Service Bill (R) (M)
Policy #8600	Student Transportation (R) (M)

Motion by Mrs. Mary Snively, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. Abolishment of Policies: Based upon the recommendation of the Superintendent approved the abolishment the following policies as listed:

Policy #5114	Children Displaced by Domestic Violence
Policy #8810	Religious Holidays

Motion by Mrs. Mary Snively, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

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

Aprv. Clinics/ Workshops: Based upon the recommendation of the Superintendent approved the following clinic/workshop as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Dates</u>	<u>Reg. Fee</u>	<u>Total</u>
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†Denise Pierce †Brooke Tharp- Traina †Wayne Murschell	Virtual	Winter 2022 Pyramid eModules with Reflection	February 3, 10, 17, 24 March 3, 10, 17, 24, 31 (10 hours)	\$200/ea.	\$600.00
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(†Paid for with ESSER-II funds)

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0  
 Mrs. Colleen Barbaro – Yes  
 Mr. J. Wilson Hughes, Jr. – Yes  
 Mrs. Joyce Massott-Burnett - Absent  
 Ms. Cheryl Potter – Yes  
 Mrs. Sarah Ruczynski – Yes  
 Mrs. Mary Snively – Yes  
 Mrs. Angelique Stoney-Siplin – Yes  
 Ms. Courtney Vance – Absent  
 Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv.  
Academic  
Transition  
Support  
Personal:

Based upon the recommendation of the Superintendent approved the following for academic transition support at a rate of \$40/hr not to exceed 62 hours:

<u>Dr. Michael Berner</u>	<u>Brianna Rucci</u>
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(†Paid for with ESSER-II funds)

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0  
 Mrs. Colleen Barbaro – Yes  
 Mr. J. Wilson Hughes, Jr. – Yes  
 Mrs. Joyce Massott-Burnett - Absent  
 Ms. Cheryl Potter – Yes  
 Mrs. Sarah Ruczynski – Yes  
 Mrs. Mary Snively – Yes  
 Mrs. Angelique Stoney-Siplin – Yes  
 Ms. Courtney Vance – Absent  
 Mrs. Jennifer Wirtz - 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 December 2021. 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 – 7 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - 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 December 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of December 2021.

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - 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 Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - 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. Angelique Stoney-Siplin, seconded by Ms. Mary Snively.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv.  
Transfer  
Report:

Approved the December 2021 Transfer Report.

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Colleen Barbaro – Yes  
Mr. J. Wilson Hughes, Jr. – Yes  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Cheryl Potter – Yes  
Mrs. Sarah Ruczynski – Yes

Mrs. Mary Snively – Yes  
 Mrs. Angelique Stoney-Siplin – Yes  
 Ms. Courtney Vance – Absent  
 Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. Monthly Bill List: Approved the monthly bill list as distributed:

1. General Bill List	\$ 395,478.81
2. Hand Check	\$ 24,698.84
3. Cafeteria Bill List	\$ 10,783.67

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

Roll Call Vote:

Yes – 6 No – 0 Abstentions – 1  
 Mrs. Colleen Barbaro – Abstain check #008175  
 Mr. J. Wilson Hughes, Jr. – Yes  
 Mrs. Joyce Massott-Burnett - Absent  
 Ms. Cheryl Potter – Yes  
 Mrs. Sarah Ruczynski – Yes  
 Mrs. Mary Snively – Yes  
 Mrs. Angelique Stoney-Siplin – Yes  
 Ms. Courtney Vance – Absent  
 Mrs. Jennifer Wirtz - Yes

Motion carried

**FACILITIES** – Mr. J. Wilson Hughes, Jr.  
*(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 2021 cafeteria report as listed:

<b>Total Income</b>	\$ 16,817.57
<b>Total Expense</b>	\$ (12,818.95)
<b>Net Income or (Loss)</b>	\$ 3,998.62
<b>Average Daily Attendance</b>	295
<b>Average Daily Participation</b>	242
<b>Percentage of Participation</b>	82%

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
 Mrs. Joyce Massott-Burnett - Absent  
 Ms. Courtney Vance - Absent

Motion carried unanimously

**TRANSPORTATION** - Mrs. Angelique Stoney-Siplin

None

**SUPERINTENDENT'S REPORT**

Aprv. HIB Reports: Based upon recommendation of the Superintendent approved the December 2021 HIB report.

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - 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 2022
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

	<b>Date</b>	<b>Time</b>
<b>Fire Drill</b>	01/27/2022	1:39 pm
<b>Shelter-In Place Drill</b>	01/31/2022	2:07pm

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

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:

<b><u>Date</u></b>	<b><u>Name/Location</u></b>	<b><u>Grade/Time</u></b>
May 5, 2022	Delsea Middle School Franklinville, NJ	6th Grade 8:45 am - 11:00 am

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. SS Data: Based upon recommendation of the Superintendent approved the Start Strong Data as presented

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent

Ms. Courtney Vance - Absent

Motion carried unanimously

Aprv. SSDS  
Report:

Based upon recommendation of the Superintendent approved the SSDS report as presented

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett - Absent

Ms. Courtney Vance - Absent

Motion carried unanimously

**LEGISLATION - Mrs. Angelique Stoney-Siplin**

Mrs. Angelique Stoney-Siplin informed the Board about the Mask Mandate Legislation

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

Mrs. Sarah Ruczynski stated that the next Gloucester County School Boards Association meeting would be held on March 16, 2022

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

Aprv. SEMI  
Waiver:

Based upon recommendation of the Superintendent approved the request to be granted a waiver for the Special Education Medicaid Initiative

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

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett - Absent

Ms. Courtney Vance - Absent

Motion carried unanimously

**OLD BUSINESS**

None

**NEW BUSINESS**

Ms. Cheryl Potter informed the Board that the NAACP lawsuit against the state is back in the courts

**CITIZENS**

Aprv.  
Open Second  
Public Portion:

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett - Absent

Ms. Courtney Vance - Absent

Motion carried unanimously



Aprv.  
Close Second  
Public Portion:

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

**EXECUTIVE SESSION:**

Executive  
Session Begins  
8:20 p.m.:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Angelique Stoney-Siplin to enter into the executive session to discuss matters as listed

**ELK TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION  
Resolution Authorizing Executive Session**

**WHEREAS**, N.J.S.A 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

**WHEREAS**, the Board of Education of the Elk Township School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

**WHEREAS**, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately 8:44 p.m. this evening.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Elk Township School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

1. Board Matters

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that it's discussion of the aforementioned subject(s) may be made public at a time the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Board of Education, for the aforementioned reasons, hereby declares the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

I, Joseph Collins, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Elk Township School District Board of Education at their meeting held on February 10, 2022.

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0  
Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

Adjourn  
Executive:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Angelique Stoney-Siplin that the executive session be adjourned at 8:44 p.m.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett - Absent  
Ms. Courtney Vance - Absent

Motion carried unanimously

Adjourn  
meeting  
8:46 p.m.:

Motion by Mrs. Angelique Stoney-Siplin, seconded by Mr. J. Wilson Hughes, Jr that the meeting be adjourned at 8:46p.m.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett - Absent

Ms. Courtney Vance - Absent

Motion carried unanimously

Respectfully Submitted,

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Joseph M. Collins,  
School Business Administrator/Board Secretary