

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,
MAY 7, 2020 AURA ELEMENTARY SCHOOL VIRTUAL MEETING.**

Purpose: 2019-20 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. Ms. Danielle Bland Mrs. Mary Snively
Pres. Mr. Wayne Howard – 7:30pm Mrs. Angelique Stoney-Siplin
Mr. J. Wilson Hughes, Jr. Ms. Courtney Vance
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 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.

Dr. Piera Gravenor presented Mrs. Joyce Massott- Burnett as an applicant for the vacant Elk Township Board of Education seat

Mrs. Angelique Stoney-Siplin questioned why Mrs. Massott-Burnett was willing to be on the Elk Township Board of Education

Mrs. Massott-Burnett stated that she is very community oriented, and felt this was a way to give back to the community

Mrs. Jennifer Wirtz asked if Mrs. Massott-Burnett had any children within the district

Mrs. Massott-Burnett stated her children had attended both the Elk Township and Delsea Regional School Districts

Aprv. J. Motion by Ms. Cheryl Potter, seconded by Mrs. Mary Snively to approve Mrs. Joyce Massott-Burnett for the open
Massott- seat on the Elk Township Board of Education
Burnett:

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0
Ms. Danielle Bland - Yes
Mr. Wayne Howard –Absent (7:30pm)
Mr. J. Wilson Hughes, Jr. - Yes
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - Yes
Ms. Courtney Vance - Yes
Vacant
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Mr. Joseph Collins, Board Secretary, administered the Oath of Office to the newly seated Board member.

Re-Organization

Aprv. Dr. D. Koerner School Physician: Based upon the recommendation of the Superintendent approved Dr. David Koerner as the School Physician for the 2020-21 school year
Motion by Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. S. Considine Treasurer: Based upon the recommendation of the Superintendent approved Stephen Considine as Treasurer of School Monies for the 2020-21 school year

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. First National Bank of Elmer: Based upon the recommendation of the Superintendent approved the First National Bank of Elmer as the school depository for 2020-21 school year

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. Additional Depository: Based upon the recommendation of the Superintendent approved New Jersey Cash Management as an additional depository for school funds

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. Checking Acct. Signatories: Based upon the recommendation of the Superintendent approved the following checking account signatories for the 2020-21 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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
Professional
Service
Appointments:

Based upon the recommendation of the Superintendent approved the following professional service appointments for the 2020-21 school year as listed:

1. Auditor - Petroni & 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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
Positions for
W. Murschell:

Based upon the recommendation of the Superintendent approved Wayne Murschell, Principal, to the following positions for the 2020-21 school year

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

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
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 for the 2020-21 school year
2. Qualified Purchasing Agent, the bid limit is \$40,000
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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
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 2020-21 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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. Unit
Agreements:

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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Appoint 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 2020-21 school year

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Appoint Tax Shelter Companies & Brokers: Based upon the recommendation of the Superintendent approved Lincoln Investments as tax shelter annuity broker
Motion by Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:
Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:
Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. Positions for Sam Teague: Based upon the recommendation of the Superintendent approved Samuel Teague, 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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:
Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. D. Pierce HIB Coordinator: Based upon the recommendation of the Superintendent approved Denise Pierce, School Psychologist, as HIB coordinator

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

Voice Vote:
Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. B. Tharp HIB Specialist: Based upon the recommendation of the Superintendent approved Brooke-Rose Tharpe, School Social Worker, as HIB specialist

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

Voice Vote:
Yes – 7 No – 0 Abstentions – 1

Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. K.
Nichols
Homeless
Liaison:

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

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
Facsimile
Signature:

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

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. Agenda
Format:

Based upon the recommendation of the Superintendent approved the current agenda format to be used for the 2020-21 school year

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
Positions for
Dr. M.
Williams:

Based upon the recommendation of the Superintendent approved Dr. Melissa Williams, Supervisor of Curriculum, as the Title IX Coordinator and that her name, office address and telephone number be advertised as per 34 CFT 106.8(c).

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
Procurement
of Goods:

Based upon the recommendation of the Superintendent approved procurement of goods and services through state contracts

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 Ms. Cheryl Potter, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
Curricula,
Course of
Study, Texts,
Eval Schedule,
CST/Guide/

Based upon the recommendation of the Superintendent approved the following:

1. Curricula, Courses of Study and textbooks
2. Curriculum Evaluation Schedule
3. Child Study/Guidance/Media Center Program and Service

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

Roll Call Vote:

Media
Programs &
Services: Yes – 7 No – 0 Abstentions – 1
Ms. Danielle Bland - Yes
Mr. Wayne Howard –Absent (7:30pm)
Mr. J. Wilson Hughes, Jr. - Yes
Mrs. Joyce Massott-Burnett - Abstain
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - Yes
Ms. Courtney Vance - Yes
Mrs. Jennifer Wirtz - Yes

Motion carried

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 2020-21 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 2020-21, school district travel was budgeted at \$1,200 for the Operating Fund. As of April 30, 2020, \$64 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:)

- 2018-19 \$ -0-
- 2019-20 (as of April, 2019) \$ -0-
- 2020-21 \$ 200.00

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 1
Ms. Danielle Bland - Yes
Mr. Wayne Howard –Absent (7:30pm)
Mr. J. Wilson Hughes, Jr. - Yes
Mrs. Joyce Massott-Burnett - Abstain
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - Yes
Ms. Courtney Vance - Yes
Mrs. Jennifer Wirtz - Yes

Motion carried

MINUTES:

Aprv.
Minutes: Motion by Ms. Danielle Bland, seconded by Mrs. Jennifer Wirtz to approve the Regular and Executive minutes of April 9, 2020

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

COMMUNICATIONS/PRESENTATIONS

None

CITIZENS

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 20-21
TIC: Based upon the recommendation of the Superintendent approved the Teacher in Charge Job Description

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. 20-21
Sub. Nurses: Based upon the recommendation of the Superintendent approved the following substitute nurses at a previously approved rate for the school year 2020-21 as listed:

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

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 1
Mr. Wayne Howard –Absent (7:30pm)
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. 20-21
Salary Rates: Based upon the recommendation of the Superintendent approved the following salary rates for the 2020-21 school year as listed:

Substitute Custodians	\$ 11.00/hr.
Student Aides	\$ 11.00/hr.
After Care Substitute	\$ 11.00/hr.

Substitute Secretary	\$ 11.00/hr.
Substitute School Nurse	\$ 250.00/day
Homebound Instruction	as per negotiated agreement
Tutoring/Homework	as per negotiated agreement
ESY/BSI Teacher	\$ 150.00/day
ESY Teacher's Aide	\$ 60.00/day
Curriculum Writing	\$ 110.00/day (Summer)
Professional Development	\$ 110.00/day (Summer)

. ***Effective January 1, 2021 Minimum Wage will increase to \$12.00/hr.*

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. 20-21
Tenure/Non-
Tenure Report:

Based upon the recommendation of the Superintendent approved the Tenure/Non-Tenured Staff Report for the 2020-21 school year

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

POLICY – Ms. Danielle Bland

Aprv. Policies:

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

<u>Policy # 0152</u>	Board Officers
<u>*Policy # 0164</u>	Conduct of Board Meeting
<u>Policy # 2422</u>	Health and Physical Education (M)
<u>Policy # 8210</u>	School Year

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. W.
Murschell
Online
Training:

Based upon the recommendation of the Superintendent approved Wayne Murschell to participate in online SWIS Facilitator Training at \$300 per person paid for through SCTG funds.

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 1
Ms. Danielle Bland - Yes
Mr. Wayne Howard –Yes
Mr. J. Wilson Hughes, Jr. - Yes
Mrs. Joyce Massott-Burnett - Abstain
Ms. Cheryl Potter - Yes
Mrs. Mary Snively - Yes
Mrs. Angelique Stoney-Siplin - Yes
Ms. Courtney Vance - Yes
Mrs. Jennifer Wirtz - Yes

Motion carried

BUDGET& FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mrs. Angelique Stoney-Siplin

Aprv. Board
Secretary
Report:

Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of March 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 Mrs. Angelique Stoney-Siplin, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 8 No – 0 Abstentions – 1
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv.
Treasurers
Report:

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

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. Transfers: Approved the March 2020 Transfer Report

See Page(s) _____ of minutes

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 1

Ms. Danielle Bland - Yes

Mr. Wayne Howard –Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Joyce Massott-Burnett - Abstain

Ms. Cheryl Potter - Yes

Mrs. Mary Snively - Yes

Mrs. Angelique Stoney-Siplin - Yes

Ms. Courtney Vance - Yes

Mrs. Jennifer Wirtz – Yes

Motion carried

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

1. General Bill List	\$	309,781.09
2. Hand Check	\$	11,529.11
3. Cafeteria Bill List	\$	4,585.41

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 1

Ms. Danielle Bland - Yes

Mr. Wayne Howard –Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Joyce Massott-Burnett - Abstain

Ms. Cheryl Potter - Yes

Mrs. Mary Snively - Yes

Mrs. Angelique Stoney-Siplin - Yes

Ms. Courtney Vance - Yes

Mrs. Jennifer Wirtz - Yes

Motion carried

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

CAFETERIA – Ms. Courtney Vance

Aprv. Café Report: Based upon the recommendation of the Superintendent approved the March 2020 cafeteria report as listed:

Total Income	\$ 9,413.65
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Total Expense	\$ (10,358.06)
Net Income or (Loss)	\$ (944.41)
Average Daily Attendance	303
Average Daily Participation	217
Percentage of Participation	72%

Motion by Ms. Courtney Vance, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 8 No – 0 Abstentions – 1
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

TRANSPORTATION - Mrs. Angelique Stoney-Siplin

None

SUPERINTENDENT'S REPORT

Aprv. March
HIB:

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

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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 - April
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 – 1
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. Virtual
Learning:

Based upon the recommendation of the Superintendent approved the virtual learning plan

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

Voice Vote:

Yes – 8 No – 0 Abstentions – 1
Mrs. Joyce Massott-Burnett - Abstain

Motion carried

LEGISLATION – Mrs. Mary Snively

Mrs. Snively informed the Board that Senator Steve Sweeny is forming a task force to reopen schools

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

None

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

Aprv. Cap.
Reserve
Transfer:

Based upon the recommendation of the Superintendent approved available balance transfer as of the end of the year to the capital reserve account up to an amount of \$500,000

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 1

Ms. Danielle Bland - Yes

Mr. Wayne Howard –Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Joyce Massott-Burnett - Abstain

Ms. Cheryl Potter - Yes

Mrs. Mary Snively - Yes

Mrs. Angelique Stoney-Siplin - Yes

Ms. Courtney Vance - Yes

Mrs. Jennifer Wirtz - Yes

Motion carried

Aprv. Maint.
Reserve
Transfer:

Based upon the recommendation of the Superintendent approved the establishment of a Maintenance Reserve and the transfer as of the end of the year to that reserve account up to an amount of \$250,000

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

Roll Call Vote:

Yes – 8 No – 0 Abstentions – 1

Ms. Danielle Bland - Yes

Mr. Wayne Howard –Yes

Mr. J. Wilson Hughes, Jr. - Yes

Mrs. Joyce Massott-Burnett - Abstain

Ms. Cheryl Potter - Yes

Mrs. Mary Snively - Yes

Mrs. Angelique Stoney-Siplin - Yes

Ms. Courtney Vance - Yes

Mrs. Jennifer Wirtz - Yes

Motion carried

OLD BUSINESS

Mrs. Mary Snively inquired about the Superintendent evaluation

Dr. Piera Gravenor stated that she will be working on the evaluation in the very near future

NEW BUSINESS

None

CITIZENS

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

Open Second
Public Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 1

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

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

Closed
Second Public
Portion:

Voice Vote:

Yes – 8 No – 0 Abstentions – 1

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Aprv. - Motion by Ms. Cheryl Potter, seconded by Ms. Danielle Bland that the meeting be adjourned
7:53 p.m.

Meeting
Adjourned
7:53 p.m.:

Voice Vote:

Yes – 8 No – 0 Abstentions – 1

Mrs. Joyce Massott-Burnett - Abstain

Motion carried

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary