

REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY, OCTOBER 11, 2018 IN THE AURA ELEMENTARY SCHOOL MEDIA CENTER.

Purpose: 2018-19 SCHOOL YEAR REGULAR BOARD MEETING FOR OCTOBER

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

Board Mem. President Mrs. Jessica Dadak
Pres. Mr. Kevin French Mrs. Jennifer Wirtz
Ms. Cheryl Potter Mrs. Mary Spring
Mrs. Mary Snively Mr. J. Wilson Hughes, Jr. - Absent
Mr. Douglas Gominger - Absent Mr. Edward Walter

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: Mrs. Jessica Dadak led the Pledge of Allegiance.

MINUTES:

Aprv- Motion by Mr. Kevin French, seconded by Mrs. Jennifer Wirtz to approve the Regular minutes of September 13,
Minutes: 2018

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

COMMUNICATIONS/PRESENTATIONS

None

CITIZENS

Aprv. - Motion by Mr. Kevin French, seconded by Mrs. Jennifer Wirtz to open the first public portion
Open First

Public Portion:

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Mr. George Wisely Elk Township Liaison informed the Board that after the November election there will be a new Township Liaison, he also stated that the Elk Township Website offers a link where information can be posted for Aura Elementary

Aprv. – Motion by Mr. Kevin French., seconded by Mrs. Jennifer Wirtz to close the first public portion
Close First

Public Portion:

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent
Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

COMMITTEES:

PERSONNEL COMMITTEE - Ms. Cheryl Potter
(All hiring is pending completion of required state paperwork)

Aprv. M.
Plefka
Aftercare:

Based upon the recommendation of the Superintendent approved Maryann Plefka to work the Aftercare Program at a rate of \$10.00 per hour, effective September 6, 2018

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

Roll Call Vote:
Yes – 7 No – 0 Abstentions – 0
Mrs. Jessica Dadak – Yes
Mr. Kevin French – Yes
Ms. Cheryl Potter – Yes
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Jennifer Wirtz - Yes
Mrs. Mary Spring – Yes
Mr. Douglas Gominger - Absent
Mrs. Mary Snively - Yes
Mr. Edward Walter – Yes

Motion carried unanimously

Aprv. Stipend
Positions:

Based upon the recommendation of the Superintendent approved the following stipend positions as listed:

<u>Position</u>	<u>Employee</u>	<u>Stipend</u>
Home & School Liaison	Rachel Tomczak	\$525.00
Safety Patrol Advisor	Alexandra Jaraiedi Kerry Kramme	\$725.00 (Split - One Position)
Student Congress Advisor	Eileen Tharp	\$725.00
Science Coordinator	TBD	\$525.00
School News	Steven Keane	\$725.00
Music Coordinator	Frank Knauss	\$725.00
Gifted & Talented Grades 4-6	Heather Gonnelli Ashley Davis	\$2,500.00 each

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

Roll Call Vote:
Yes – 7 No – 0 Abstentions – 0
Mrs. Jessica Dadak – Yes
Mr. Kevin French – Yes
Ms. Cheryl Potter – Yes
Mr. J. Wilson Hughes, Jr. - Absent
Mrs. Jennifer Wirtz - Yes
Mrs. Mary Spring – Yes
Mr. Douglas Gominger - Absent
Mrs. Mary Snively - Yes

Mr. Edward Walter – Yes

Motion carried unanimously

Aprv.
Volunteer
Positions:

Based upon the recommendation of the Superintendent approved the following volunteer position as listed:

STEAM - Grades K - 3	David Paoline
----------------------	---------------

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

POLICY – Mrs. Mary Snivley

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

Reg. # 1330	Evaluation of School Business Administrator (M)
Reg. # 1570	Internal Controls (M)
Reg. # 2423	Bilingual and ESL Education (M)
Reg. # 2431.1	Emergency Procedures for Athletic Practices and Competitions (M)
Reg. # 5130	Withdrawal from School (M)
Reg. # 5330	Administration of Mediation (M)
Reg. # 5410	Promotion and Retention (M)
Reg. # 5420	Reporting Student Progress (M)
Reg. # 5513	Care of School Property (M)
Reg. # 5550	Disaffected Student (M)
Reg. # 5560	Disruptive Students (M)
Reg. # 5751	Sexual Harassment of Students (M)
Reg. # 5860	Rules for Safety Patrol Members (M)
Reg. # 6111	Special Education Medicaid Initiative (SEMI) Program (M)
Reg. # 6810	Financial Objectives (M)
Reg. # 7410.01	Facilities Maintenance, Repair Scheduling, and Accounting (M)
Reg. # 7420	Handling and Disposal of Body Wastes and Fluids (M)
Reg. # 7420.1	Bloodborne Pathogen Exposure Control Plan (M)
Reg. # 7422	School Integrated Pest Management Plan (M)
Reg. # 7430	School Safety (M)
Reg. # 7432	Eye Protection Practices (M)
Reg. # 8140	Enrollment Accounting (M)
Reg. # 8420.1	Fire and Fire Drills (M)
Reg. # 8441	Care of Injured and Ill Persons (M)
Reg. # 8451	Control of Communicable Disease (M)
Reg. # 8465	Hate Crimes and Bias-Related Acts (M)
Reg. # 9140	Citizens Advisory Committee (M)
Reg. # 9270	Home Schooling and Equivalent Education (M)

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Yes

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Absent

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring – Yes

Mr. Douglas Gominger - Absent

Mrs. Mary Snivley - Yes

Mr. Edward Walter – Yes

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Mr. Kevin French

Aprv. Rowan
Intern
Teacher:

Based upon the recommendation of the Superintendent approved the following Rowan University student as listed:

<u>Name</u>	<u>Course/Requirement</u>	<u>Semester</u>	<u>Cooperating Teacher</u>
Marcos Haro	Internship in Health Testing	Spring 2019	Brian Cogle

Motion by Mr. Kevin French, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. Rowan
Student
Classroom
Observation:

Based upon the recommendation of the Superintendent approved the following Rowan University student for a classroom observation

<u>Name</u>	<u>Course</u>	<u>Semester</u>
Taylor Schiavone	Teaching: An Introduction to the Profession	Fall 2018

Motion by Mr. Kevin French, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. ESEA
FY 18 Final
Expenditure:

Based upon the recommendation of the Superintendent approved submitting the ESEA FY18 Final Expenditure report

Motion by Mr. Kevin French, seconded by Mrs. Mary Snively

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. Clinics/
Workshops:

Based upon the recommendation of the Superintendent approved the following clinic/workshops as listed:

<u>Name</u>	<u>Location</u>	<u>Workshop</u>	<u>Date</u>	<u>Reg. Fee</u>	<u>Mileage</u>	<u>Total</u>
Wayne Murschell Jessica Schulz	Rowan University Technology Park	Supporting Equity-Driven Instructional and Facilitative Leaders	10/24/18	N/A		\$0.00
Jennifer Everwine Denise Pierce	Rowan University Technology Park	Learner Active & Technology Infused Classrooms	11/13/18	N/A		\$0.00

Steve Keane Marielle Walker	Rowan University Technology Park	Nurturing Culturally Responsive Pedagogy in our Classrooms	12/11/18	N/A		\$0.00
Dina Holmes Kristine Carter Kristie Jacoby	Rowan University Technology Park	Nurturing Students and our Own Resilience: It Begins with Beliefs	1/16/19	N/A		\$0.00
Denise Pierce Brooke Tharp	Rowan University Technology Park	Facing Fear: The Challenge of Culturally Competent School Counseling	2/26/19	N/A		\$0.00
Alex Jaraiedi Eileen Tharp	Rowan University Technology Park	Transformative Student voices for Equity: Nothing About Us Without Us	3/13/19	N/A		\$0.00

^ Paid for by Title II

Motion by Mr. Kevin French, seconded by Mrs. Jennifer Wirtz

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mrs. Jennifer Wirtz

Aprv. -
Secretary's
Report:

Approved Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of August 2018. 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. Jennifer Wirtz, seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. -
Treasurer
Report:

Approved the Treasurer's Report in accordance with 8A:17-9 and 18A:17-36 for the month of August 2018. The Treasurer's Report and Secretary's Report are in agreement for the month of August 2018.

Motion by Mrs. Jennifer Wirtz, seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. -
Secretary
Certification:

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. Jennifer Wirtz, seconded by Mr. Kevin French

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - 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

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. -
Transfer
Report:

Approved the August 2018 Transfer Report

Motion by Mrs. Jennifer Wirtz, seconded by Mr. Kevin French

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Yes

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Absent

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring – Yes

Mr. Douglas Gominger - Absent

Mrs. Mary Snively - Yes

Mr. Edward Walter – Yes

Motion carried unanimously

Aprv. -
Monthly Bill
List:

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

1. General Bill List	\$ 265,285.71
2. Hand Check	\$ 0.00
3. Cafeteria Bill List	\$ 6,398.21

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

Roll Call Vote:

Yes – 7 No – 0 Abstentions – 0

Mrs. Jessica Dadak – Yes

Mr. Kevin French – Yes

Ms. Cheryl Potter – Yes

Mr. J. Wilson Hughes, Jr. - Absent

Mrs. Jennifer Wirtz - Yes

Mrs. Mary Spring – Yes

Mr. Douglas Gominger - Absent

Mrs. Mary Snively - Yes

Mr. Edward Walter – Yes

Motion carried unanimously

FACILITIES – Mr. Edward Walter

Aprv. Facility
Use Requests:

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

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Aura Home & School	Library	10/18/18, 11/19/18, 1/14/19, 2/11/19, 3/18/19, 4/08/19, 5/20/19, 6/17/19	6:30pm - 9:30pm

Motion by Mr. Edward Walter, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

CAFETERIA – Mrs. Jennifer Wirtz

None

TRANSPORTATION - Mr. Edward Walter

None

SUPERINTENDENT'S REPORT

Aprv. –
August HIB
Report:

Based upon the recommendation of the Superintendent approved the August 2018 HIB report as previously reported

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. -
Board
Reports:

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

- Enrollment - None
- Staff Attendance
- Nurse's Report - None
- HIB Report
- Facility Manager's Report
- Principal's Report
- Fire Drills/Crisis Drills

Fire Drill	09/19/18	8:08 am
Fire Drill	09/25/18	10:28 am
Lockdown Drill	09/28/18	1:15 pm

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - 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>
10/22/18	Mood's Farm Mullica Hill, NJ	PreK - AM & PM 9:00 am - 11:00 am 12:45 pm - 2:00 pm
10/25/18	Mood's Farm Mullica Hill, NJ	Kindergarten 8:45 am - 10:45 am

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

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

LEGISLATION - Mrs. Mary Snively

None

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Ms. Cheryl Potter

Ms. Cheryl. Potter gave the Board an over view of a meeting held on October 2, 2018 about State Aide increases and decreases

Ms. Cheryl Potter also spoke of the many bills that will be brought to vote in the future such as the Recess bill, The Path to Progress bill, Depression Screening bill, and a bill that would make it mandatory for all students to wear ID badges on any school funded trip

Ms. Cheryl Potter also spoke about the possibility of schools being penalized for not sharing services

SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Joseph Collins

None

OLD BUSINESS

None

NEW BUSINESS

Mrs. Mary Snively questioned if Preschool Aide would be available for Aura Elementary

Dr. Melissa Williams stated that this matter was reviewed, however it is not cost effective for Aura Elementary, due to the fact that the Preschool program would need to become a full day program

CITIZENS

Aprv. -
Open Second
Public Portion:

Motion by Mrs. Mary Snively, seconded by Mr. Edward Walter to open the second public portion

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

An Aura Elementary parent questioned if any of the policies listed had a significant changes, or are they just polices that need to be approved for the year
Dr. Melissa Williams stated that we have a company that helps us update all policies so we are compliant

Aprv. –
Close Second
Public Portion:

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Mary Spring to close the second public portion

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Aprv. -
Meeting
Adjourned
7:31 p.m.:

Motion by Mrs. Jennifer Wirtz, seconded by Mrs. Mary Snivley that the meeting be adjourned
7:31 p.m.

Voice Vote:

Yes – 7 No – 0 Abstentions – 0

Mr. Douglas Gominger- Absent

Mr. J. Wilson Hughes, Jr. - Absent

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary