

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,
JUNE 9, 2022 IN THE AURA SCHOOL MEDIA CENTER.**

Purpose: 2021-22 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.	Mrs. Colleen Barbaro	Mrs. Mary Snively- Absent
Pres.	Mr. J. Wilson Hughes, Jr.	Mrs. Angelique Stoney-Siplin - Absent
	Mrs. Joyce Massott-Burnett - Absent	Vacant
	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 Statement: Mr. J. Wilson Hughes, Jr. read the statement below:

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.

EXECUTIVE SESSION:

Executive Session Begins 7:05 p.m.: Mrs. Jennifer Wirtz, seconded by Mrs. Sarah Ruczynski 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 7:28 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 Member Interviews

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 June 9, 2022.

Joseph M. Collins,
School Business Administrator/Board Secretary

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Adjourn Executive: Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski that the executive session be adjourned at 7:28 p.m.

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

MINUTES:

Aprv. Minutes: Motion by Ms. Cheryl Potter, seconded by Mrs. Sarah Ruczynski to approve the May 05, 2022 minutes as listed:

1. Regular Session
2. Executive Session
3. Public Hearing

Voice Vote:

Yes – 3 No – 0 Abstentions – 2
Mr. J. Wilson Hughes, Jr. - Abstain
Mrs. Joyce Massott-Burnett – Absent
Mrs. Sarah Ruczynski - Abstain
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried

COMMUNICATIONS/ PRESENTATIONS:

None

CITIZENS:

Aprv. Open First Public Portion: Motion by Mr. J. Wilson Hughes, Jr., seconded by Ms. Cheryl Potter to open the first public portion

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent

Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv.
Close First
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Ms. Cheryl Potter to close the first public portion

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

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. 22-23
Climate Team
Lead/Sub.
Members:

Based upon the recommendation of the Superintendent approved the following Climate Team lead and subcommittee members to participate in all grant related activities and work from July 2, 2022 through June 30, 2023 at a rate of \$45/hr or \$275/day paid through the Climate Transformation Grant as listed:

Brian Cogle	Kristen Plowman
Dina Holmes	Scott Schriver
Steven Keane	Paige Starr
Tara Palma	Brooke-Rose Tharp-Traina
David Paoline	Marielle Walker

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. W.
Martorano
21-22 & 22-23
Sub Nurse:

Based upon the recommendation of the Superintendent approved Wanda Martorano, substitute nurse, for the remainder of the 2021-2022 school year and the 2022-2023 school year at a previously approved rate

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent

Vacant

Motion carried unanimously

Aprv. 21-22
SV Staff
Members:

Based upon the recommendation of the Superintendent approved the following Student Voice staff members for the 2022 summer, three hours per day, maximum nine days, paid through the Climate Transformation Grant as listed:

<u>Staff</u>	<u>Rate</u>
Brian Cogle	\$45/ hour
Steven Keane	\$45/hour
Ryan Malloy	\$45/ hour
David Paoline	\$45/ hour
Kristen Plowman	\$45/hour
Sandra Schmittinger (<i>Nurse</i>)	\$35.21/hr

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

Roll Call Vote:

Yes – 5 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 – Absent

Mrs. Angelique Stoney-Siplin – Absent

Vacant

Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. 22-23
Math/Literacy/
SLE Camp
Staff:

Based upon the recommendation of the Superintendent approved the following staff for the 2022-2023 Math, Literacy and SEL Summer Camps, maximum 20 days, at a previously approved rate as listed:

Brian Cogle	Steven Keane	Kristen Plowman
Dina Holmes	David Paoline	Brooke-Rose Tharp-Traina
Ryan Malloy (<i>Substitute</i>)	Jennifer Seeney (<i>Paraprofessional</i>)	Sandra Schmittinger (<i>Nurse</i>)

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett – Absent

Mrs. Mary Snively – Absent

Mrs. Angelique Stoney-Siplin - Absent

Vacant

Motion carried unanimously

Aprv. 22-23
Summer
Tutors:

Based upon the recommendation of the Superintendent approved the following 2022 summer tutors at a rate of \$27.00 per hour as listed:

Sandi Chacker	Steven Keane
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Dina Holmes	Kerry Kramme
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Motion by Mrs. Sarah Ruczynski, seconded by Mr. J. Wilson Hughes, Jr.

Roll Call Vote:

- Yes – 5 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 – Absent
- Mrs. Angelique Stoney-Siplin – Absent
- Vacant
- Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. 22-23
Summer CST
Days:

Based upon the recommendation of the Superintendent approved the following Child Study Team members at a rate of \$150.00 per day, maximum 8 days, for the 2022 summer as listed:

Brooke-Rose Tharp-Traina	Denise Pierce
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Motion by Mrs. Sarah Ruczynski, seconded by Mr. J. Wilson Hughes, Jr.

Roll Call Vote:

- Yes – 5 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 – Absent
- Mrs. Angelique Stoney-Siplin – Absent
- Vacant
- Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. 22-23
Non Unit
Vacation Carry
Over:

Based upon the recommendation of the Superintendent approved the Non-Unit vacation days to be carried over to the 2022-2023 school year

See Page(s) _____ of minutes

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

Voice Vote:

- Yes – 5 No – 0 Abstentions – 0
- Mrs. Joyce Massott-Burnett – Absent
- Mrs. Mary Snively – Absent
- Mrs. Angelique Stoney-Siplin - Absent
- Vacant

Motion carried unanimously

Aprv. 22-23
Non Unit
Salary
Increases:

Based upon the recommendation of the Superintendent approved the Non-Unit salary increases as listed for the 2022-2023 school year

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. D.
Holmes 21-22
After School
Tutor:

Based upon the recommendation of the Superintendent approved Dina Holmes as an after school tutor for the 2021-2022 school year at a rate of \$27 per hour

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. D.
Holmes 21-22
TIC:

Based upon the recommendation of the Superintendent approved the following 2021-2022 stipend position as listed:

<u>Position</u>	<u>Position</u>	<u>Stipend/Rate</u>
Dina Holmes	Teacher in Charge	\$2,000/annual

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. 21-22
After School
Detention
Monitors:

Based upon the recommendation of the Superintendent approved the following 2021-2022 after school detention monitors as listed:

Danielle Barbato	Brooke-Rose Tharp-Traina
Christine Bunting	

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

POLICY – Mrs. Colleen Barbaro

Aprv. Policies/
Regulation:

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

Policy # 3160	Physical Examination (M) (R)
Policy # 3233	Political Activities (R)
Policy # 4160	Physical Examination (M) (R)
Policy # 8465	Bias Crimes and Bias-Related Acts (M) (R)
Reg. # 8465	Bias Crimes and Bias-Related Acts (M) (R)

Motion by Mrs. Colleen Barbaro, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

CURRICULUM & TECHNOLOGY – Ms. Cheryl Potter

Aprv. Rowan
Student
Practicum:

Based upon the recommendation of the Superintendent approved the following Rowan University student for the clinical practicum in teaching and learning as listed:

<u>Name</u>	<u>Course/Requirement</u>	<u>Subject</u>	<u>Semester</u>
Catherine Klinger	Fall 2022: September 6, 2022 - December 14, 2022 (2 days per week, 7 hours per day) Spring 2023: January 17, 2023 - May 5, 2023 (5 days per week, 7 hours per day)	5th Grade	Ashley Davis & Heather Gonnelli

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. MB
Warfield to
Provide
Workshops:

Based upon the recommendation of the Superintendent approved MaryBeth Warfield to provide seven (7) literacy intervention and assessment workshops to district staff at a rate of \$2,000 per workshop. (*paid with ESSER-II funds*)

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. FY 23
ESEA:

Based upon the recommendation of the Superintendent approved the Fiscal Year 2023 Elementary and Secondary Education Act (ESEA) Consolidated Grant Application

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. 22-23
Academic
Support Staff:

Based upon the recommendation of the Superintendent approved the following for academic transition support at a rate of \$40/hr not to exceed 125 hours as listed:

Dr. Michael Berner	Brianna Rucci
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Motion by Ms. Cheryl Potter, seconded by Mrs. Sarah Ruczynski

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. 22-23
Summer CD
Positions:

Based upon the recommendation of the Superintendent approved the 2022 Curriculum Development summer positions at a previously approved rate as listed:

ELA - 3 days	
Theresa Fleming	Ryan Malloy
Kristie Jacoby	Rachel Tomczak
Kristen Molinari	
Technology - 2 days	

David Paoline	
Art - 2 days	
Scott Schriver	
Music - 2 days	
Frank Knauss	

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
 Mrs. Joyce Massott-Burnett – Absent
 Mrs. Mary Snively – Absent
 Mrs. Angelique Stoney-Siplin - Absent
 Vacant

Motion carried unanimously

Aprv. 22-23
 Summer
 Workshops/
 Trainings:

Based upon the recommendation of the Superintendent approved the following 2022 Professional Development Summer Workshops/Trainings at a previously approved rate as listed:

Mentor Training (Title II Funds) - 1 day June 21, 2022	
Steven Keane	Rachel Tomczak
Response to Intervention and Differentiation Instructional Strategies (Equity Grant Funds/Title IV) - 3 days June 27 - 29, 2022	
Kerry Kramme	Kristen Molinari
American Reading Company Summer Semester (ESSER III Funds) - 1 day June 28, 2022	
Dina Holmes	Steven Keane
Professional Development Committee (Title II Funds) - ½ day August 4, 2022	
Dina Holmes	Kristen Molinari
Kristie Jacoby	David Paoline
Smarty Ants Training (Title II Funds) - ½ day August 16, 2022	
Sandi Chacker	Melissa Tanski
Theresa Fleming	Kristina Thumlert
Kerry Kramme	Rachel Tomczak
Ryan Malloy	Marielle Walker
Kristen Molinari	Kim Williams
Paige Nelson	

Achieve 300 / Actively Learn Training (Title II Funds) - ½ day August 16, 2022	
Dina Holmes	Kristen Molinari
Achieve 3000 / Actively Learn Training (Title II Funds) - 1 day August 17, 2022	
Dina Holmes	Kristen Molinari

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
 Mrs. Joyce Massott-Burnett – Absent
 Mrs. Mary Snively – Absent
 Mrs. Angelique Stoney-Siplin - Absent
 Vacant

Motion carried unanimously

BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION

BUDGET & FINANCE – Mrs. Sarah Ruczynski

Aprv.
 Secretary’s
 Report:

Approved Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2022. 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. Sarah Ruczynski, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
 Mrs. Joyce Massott-Burnett – Absent
 Mrs. Mary Snively – Absent
 Mrs. Angelique Stoney-Siplin - Absent
 Vacant

Motion carried unanimously

Aprv.
 Treasury
 Report:

Approved the Treasurer Report in accordance with 18A:17-36 and 18A:17-9 for the month of April 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of April 2022.

See Page(s) _____ of minutes

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
 Mrs. Joyce Massott-Burnett – Absent
 Mrs. Mary Snively – Absent
 Mrs. Angelique Stoney-Siplin - Absent
 Vacant

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. Sarah Ruczynski, seconded by Ms. Cheryl Potter

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

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. Sarah Ruczynski, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. April Transfer Report: Approved the April 2022 Transfer Report.

See Page(s) _____ of minutes

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz - Yes

Motion carried unanimously

Aprv. Monthly Bill List: Approved the monthly bill list as distributed:
1. General Bill List \$ 267,019.27
2. Hand Check \$ 28,416.59
3. Cafeteria Bill List \$ 14,258.22

See Page(s) _____ of minutes

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

FACILITIES – Mr. J. Wilson Hughes, Jr.
(All facility requests are pending proper insurance certificates)

Aprv. Facility
Use Request:

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

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Band <i>(Frank Knauss)</i>	Aura School Courtyard	6/14/2022 <i>(Monday)</i>	6:30 pm - 8:30 pm

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

CAFETERIA – Mrs. Colleen Barbaro

Aprv. Cafeteria
Report:

Based upon the recommendation of the Superintendent approved the April 2022 cafeteria report as listed:

Total Income	\$ 20,093.13
Total Expense	\$ (14,422.92)
Net Income or (Loss)	\$ 5,670.21
Average Daily Attendance	300
Average Daily Participation	306
Percentage of Participation	102%

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. 22-23
NSFM
Contract:

Based upon the recommendation of the Superintendent approved the Nutri-Serve Food Management Contract for the 2022-2023 school year in the amount of \$18,467.00 (4.3% increase from 2021-2022)

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

Roll Call Vote:

Yes – 5 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 – Absent
Mrs. Angelique Stoney-Siplin – Absent
Vacant
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

TRANSPORTATION - Vacant
None

SUPERINTENDENT'S REPORT

Aprv.
HIB Report:

Based upon recommendation of the Superintendent approved the April 2022 HIB report.

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

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 – May 2022
- Facility Manager’s Report
- Principal’s Report
- Fire Drills/Crisis Drills

	Date	Time
Fire Drill	05/31/2022	8:34am
Lockout Drill	05/31/2022	8:42am

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent

Vacant

Motion carried unanimously

Aprv. 22-23
Calendar:

Based upon recommendation of the Superintendent approved the 2022-2023 Elk Township School District Calendar

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett – Absent

Mrs. Mary Snively – Absent

Mrs. Angelique Stoney-Siplin - Absent

Vacant

Motion carried unanimously

Aprv. Field
Trip:

Based upon 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>
8/01/2022	Rowan University Glassboro, NJ (Share-Out Day)	Student Voice Summer Camp

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett – Absent

Mrs. Mary Snively – Absent

Mrs. Angelique Stoney-Siplin - Absent

Vacant

Motion carried unanimously

LEGISLATION - Ms. Cheryl Potter

Ms. Cheryl Potter informed the Board school start times were a topic of discussion

GLOUCESTER COUNTY SCHOOL BOARDS ASSOCIATION – Mrs. Sarah Ruczynski

None

SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Joseph Collins

Aprv. CR
Balance
Transfer:

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

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0

Mrs. Joyce Massott-Burnett – Absent

Mrs. Mary Snively – Absent

Mrs. Angelique Stoney-Siplin - Absent

Vacant

Motion carried unanimously

Aprv. MR
Balance
Transfer:

Based upon recommendation of the Superintendent approved available balance transfer as of the end of the year to the maintenance reserve account up to an amount of \$250,000

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. 22-23
Shared
Services:

Based upon recommendation of the Superintendent approved the Delsea Regional School District shared services with Elk Township Board of Education as listed:

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

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. 22-23
Shared
Services:

Based upon recommendation of the Superintendent approved the Elk Township Board of Education Shared Services with Delsea Regional School District as listed:

1. Maintenance Mechanic
2. Educational Research Coordinator

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

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. Dr. P.
Gravenor
22-23
Contract:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski to approve the 2022-2023 employment contract for Dr. Piera Gravenor, Superintendent

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent

Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. Dr. A.
Fitzpatrick
22-23
Contract:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski to approve the 2022-2023 employment contract for Dr. Anthony Fitzpatrick, Assistant Superintendent/Curriculum Supervisor

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv. J.
Collins 22-23
Employment
Contract:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Mrs. Sarah Ruczynski to approve the 2022-2023 employment contract for Joseph Collins, School Business Administrator

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

OLD BUSINESS

Mr. J. Wilson Hughes, Jr. spoke about the recent school shooting and the precautions that Elk has taken to ensure student and staff safety

NEW BUSINESS

None

CITIZENS:

Aprv.
Open Second
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Ms. Cheryl Potter to open the second public portion

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Aprv.
Close Second
Public Portion:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Ms. Cheryl Potter to close the second public portion

Voice Vote:

Yes – 5 No – 0 Abstentions – 0
Mrs. Joyce Massott-Burnett – Absent
Mrs. Mary Snively – Absent
Mrs. Angelique Stoney-Siplin - Absent
Vacant

Motion carried unanimously

Adjourn
meeting
8:34 p.m.:

Motion by Mr. J. Wilson Hughes, Jr., seconded by Ms. Cheryl Potter that the meeting be adjourned at 8:34 p.m.

Voice Vote:

Yes – 5 No – 0 Abstentions – 0

Mrs. Colleen Barbaro – Absent

Mr. J. Wilson Hughes, Jr. - Absent

Mrs. Sarah Ruczynski – Absent

Vacant

Motion carried unanimously

Respectfully Submitted,

Joseph M. Collins,
School Business Administrator/Board Secretary