

**REGULAR BOARD MEETING OF THE ELK TOWNSHIP BOARD OF EDUCATION ON THURSDAY,  
SEPTEMBER 8, 2022 IN THE AURA SCHOOL MEDIA CENTER.**

Purpose: 2022-23 SCHOOL YEAR REGULAR BOARD MEETING SEPTEMBER  
SEE PAGE (S) \_\_\_\_\_ OF MINUTES AGENDA

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

Board Mem. Pres.	Mrs. Colleen Barbaro Mr. J. Wilson Hughes, Jr. Mrs. Joyce Massott-Burnett Ms. Cheryl Potter Mrs. Sarah Ruczynski	Mrs. Mary Snively Mrs. Angelique Stoney-Siplin Mr. Eugene Thomas Mrs. Jennifer Wirtz
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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: Mrs. Angelique Stoney-Siplin 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.

**MINUTES:**

Aprv. Minutes: Motion by Ms. Cheryl Potter, seconded by Mrs. Mary Snively to approve the minutes as listed:

1. Regular Session – 8/11/22

Voice Vote:

Yes – 6 No – 0 Abstentions – 3  
Mrs. Joyce Massott-Burnett – Abstain  
Mrs. Sarah Ruczynski - Abstain  
Mrs. Angelique Stoney-Siplin - Abstain

Motion carried

**COMMUNICATIONS/ PRESENTATIONS:**

None

**CITIZENS:**

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

Open First  
Public Portion:

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

Mr. Charles Gorman questioned the Board about the state wide curriculum changes and how these changes effect Aura students

Dr. Anthony Fitzpatrick stated that the new state standards are treating elementary age students like adults and that the Aura standards will be approved in October

Dr. Piera Gravenor stated that parents always have the option to opt students out of parts of the curriculum

Aprv.  
Close First  
Public Portion:

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Sarah Ruczynski to close the first public portion

Voice Vote:  
Yes – 9 No – 0 Abstentions – 0

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. D. Foote  
4 Days of RIP:

Based upon the recommendation of the Superintendent approved Donna Foote for four days of Reading Intervention Preparation at a previously approved rate (\$110/day)

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

Voice Vote:  
Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

Aprv. SV  
Advisors:

Based upon the recommendation of the Superintendent approved Student Voice Advisors at a rate of \$1,500 each annually to be paid for with Climate Grant funds as listed:

Ryan Malloy	David Paoline	Brian Coughle
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Motion by Mrs. Sarah Ruczynski, seconded by Ms. Cheryl Potter

Roll Call Vote:  
Yes – 9 No – 0 Abstentions – 0  
Mrs. Colleen Barbaro – Yes  
Mr. J. Wilson Hughes, Jr. – Yes  
Mrs. Joyce Massott-Burnett - Yes  
Ms. Cheryl Potter – Yes  
Mrs. Sarah Ruczynski – Yes  
Mrs. Mary Snively – Yes  
Mrs. Angelique Stoney-Siplin – Yes  
Mr. Eugene Thomas - Yes  
Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. 22/23  
Climate Team  
Members:

Based upon the recommendation of the Superintendent approved the following as 2022/2023 climate team members at a rate of \$45/hr

Steve Keane	Kristen Plowman	Scott Schriver
Desiree Smith	Paige Starr	

*^paid from the climate grant funds*

Motion by Mrs. Sarah Ruczynski, seconded by Mrs. Angelique Stoney-Siplin

Roll Call Vote:  
Yes – 9 No – 0 Abstentions – 0  
Mrs. Colleen Barbaro – Yes  
Mr. J. Wilson Hughes, Jr. – Yes  
Mrs. Joyce Massott-Burnett - Yes  
Ms. Cheryl Potter – Yes

Mrs. Sarah Ruczynski – Yes  
 Mrs. Mary Snively – Yes  
 Mrs. Angelique Stoney-Siplin – Yes  
 Mr. Eugene Thomas - Yes  
 Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

Aprv. LOA:

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

<u>Employee</u>	<u>Leave Requested</u>	<u>Paid/Unpaid Days</u>	<u>Federal Medical Leave Act</u>	<u>State Medical Leave Act</u>
Frank Knauss	9/01/2022 through 11/30/2022	<b>Paid:</b> 9/01/2022 through 11/16/2022 <b>Unpaid:</b> 11/17/2022 through 11/30/2022	11/17/2022 through 11/30/2022 <i>(2 weeks)</i>	N/A

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

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

Aprv. 22/23  
Positions:

Based upon the recommendation of the Superintendent approved the following positions at a previously approved rate

After School Tutoring	Rachel Tomczak
STEAM - Grades K-3	David Paoline (volunteer)
Teacher in Charge	Dina Holmes
Student Congress Advisor	Eileen Tharp Paige Starr (volunteer)
Home & School Liaison	Rachel Tomczak
School News	Steve Keane
Safety Patrol Advisor	Dina Holmes (split) Kristie Jacoby (split) Kristine Carter (split)

Motion by Mrs. Sarah Ruczynski, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

**POLICY** – Mrs. Mary Snively

Aprv. Policies:

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

Policy #2415.04	Title I - District Wide Parent and Family Engagement (M)(R)
Policy #2415.50	Title I - School Parent and Family Engagement (M)(N)
Policy #5512	Harassment, Intimidation and Bullying (M)(R)

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

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

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

Aprv. UP  
Tuition  
Student:

Based upon the recommendation of the Superintendent approved the tuition contract with Upper Pittsgrove Township to accept student M. R. into the second grade

Motion by Mrs. Sarah Ruczynski, seconded by Mr. Eugene Thomas

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

**BUDGET & FINANCE/FACILITIES/CAFETERIA/TRANSPORTATION**

**BUDGET & FINANCE – Mrs. Joyce Massott-Burnett**

Aprv.  
Secretary's  
Report:

Approved Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 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. Joyce Massott-Burnett, seconded by Mr. J. Wilson Hughes, Jr.

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

Aprv.  
Treasurer's  
Report:

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

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

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Angelique Stoney-Siplin

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

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. Joyce Massott-Burnett, seconded by Mrs. Sarah Ruczynski

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

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

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

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

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

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Sarah Ruczynski

Roll Call Vote:

Yes – 9 No – 0 Abstentions – 0

- Mrs. Colleen Barbaro – Yes
- Mr. J. Wilson Hughes, Jr. – Yes
- Mrs. Joyce Massott-Burnett - Yes
- Ms. Cheryl Potter – Yes
- Mrs. Sarah Ruczynski – Yes
- Mrs. Mary Snively – Yes
- Mrs. Angelique Stoney-Siplin – Yes
- Mr. Eugene Thomas - Yes
- Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

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

1. General Bill List	\$ 466,370.91
2. Hand Check	\$ 25,429.74
3. Cafeteria Bill List	\$ -0-

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

Motion by Mrs. Joyce Massott-Burnett, seconded by Mrs. Angelique Stoney-Siplin

Roll Call Vote:

Yes – 9 No – 0 Abstentions – 0

- Mrs. Colleen Barbaro – Yes
- Mr. J. Wilson Hughes, Jr. – Yes
- Mrs. Joyce Massott-Burnett - Yes
- Ms. Cheryl Potter – Yes
- Mrs. Sarah Ruczynski – Yes
- Mrs. Mary Snively – Yes
- Mrs. Angelique Stoney-Siplin – Yes
- Mr. Eugene Thomas - Yes
- Mrs. Jennifer Wirtz -Yes

Motion carried unanimously

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

Aprv. Facility  
Use Requests:

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

<u>Organization</u>	<u>Facility Requested</u>	<u>Dates Requested</u>	<u>Time Requested</u>
Girl Scouts	All purpose room, Playground, Library, Classroom	Tuesdays and Wednesdays	6:00pm to 8:00pm
Girl Scouts	Aura Hallway Back to School Night	9/13/2022	6:00pm to 8:00pm
ETEA	All purpose room "Fall in Love with Reading"	10/6/2022	5:30pm to 8:00pm

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

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

**CAFETERIA** – Mrs. Colleen Barbaro

None

**TRANSPORTATION** - Mr. Eugene Thomas

None

#### **SUPERINTENDENT'S REPORT**

Aprv. SSDS  
Report:

Based upon recommendation of the Superintendent approved the Student Safety Data System report

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

Motion by Ms. Cheryl Potter, seconded by Mrs. Joyce Massott-Burnett

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

Aprv.  
HIB Report:

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

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

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

Aprv.  
Board Reports:

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

- Enrollment – N/A
- Staff Attendance
- Nurse's Report – N/A
- HIB Report – August 2022
- Facility Manager's Report – August 2022
- Principal's Report – Mr. Wayne Murschell reviewed Start of School/New HMS Members
- Fire Drills/Crisis Drills

	<b>Date</b>	<b>Time</b>
<b>Fire Drill</b>	8/31/22	2:05pm
<b>Lockdown Drill</b>	8/31/22	4:25pm

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

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

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

Mrs. Angelique Stoney-Siplin stated that NJ Covid protocol for New Jersey were discussed

Mrs. Angelique Stoney-Siplin spoke about the Mapping Project

Dr. Piera Gravenor stated that Elk Township is mapped

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

None

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

None

**OLD BUSINESS**

None

**NEW BUSINESS**

The Board was reminded that Board Evaluations and NJSBA Evaluations need to be completed prior to the next meeting

**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 – 9 No – 0 Abstentions – 0

Motion carried unanimously

Mr. Charles Gorman questioned what Student Voice is

Mr. Wayne Murschell explained that Student Voice allows students to have a say in the problems effecting Aura students and how to resolve them

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 – 9 No – 0 Abstentions – 0

Motion carried unanimously

Adjourn  
meeting  
7:54 p.m.:

Motion by Mrs. Angelique Stoney-Siplin, seconded by Ms. Cheryl Potter that the meeting be adjourned at 7:54 p.m.

Voice Vote:

Yes – 9 No – 0 Abstentions – 0

Motion carried unanimously

Respectfully Submitted,

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Joseph M. Collins,  
School Business Administrator/Board Secretary