

**ALLOWAY BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
November 28, 2017**

**I. CALL TO ORDER**

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Alloway Township Board of Education transmitted notice of this regular meeting, to be held in the Gereau Library of the Alloway Township School at 6:30 p.m., to the *South Jersey Times*, Township Clerk and all board members. A copy is also posted in the lobby of the Alloway Township School and on the front door.

**II. PLEDGE TO THE FLAG**

**III. ROLL CALL OF MEMBERS**

Board Secretary will roll call the attendance: Mrs. Caltabiano, Mr. Clarke, Ms. Decktor, Mr. Dennison, Mr. Donohue, Mr. Dyer, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

**IV. EDUCATIONAL HIGHLIGHTS**

Red Wagon Award: **Mrs. Claire Gechter**  
November Star Student: **Elijah Caesar (grade 4) and Thomas Blakely (grade 7)**

**V. PRESENTATION**

Mr. Al Kirk, our insurance broker for Conner, Strong & Buckelew and Mr. Glenn Prince, Associate Public Sector Director from JA Montgomery Risk Control and Retired Lieutenant of the Collingswood Police Department, will present their findings to the board and public from a traffic study performed on November 6, 2017.

**VI. PUBLIC COMMENT-AGENDA ITEMS ONLY**

The Board President will recognize those individuals in the audience who wish to comment. Please respect the following procedure:

1. Sign in.
2. Wait to be recognized by the Board President before speaking.
3. When recognized by the Board President, state your full name and address.
4. Identify the topic on which you wish to comment.
5. Limit your comments to that specific comment.
6. There will be a time limit of 3 minutes for each individual speaking.
7. If you would like to make any additional comments, please wait until all others have spoken before asking to be recognized again.
8. Please refrain from interrupting without being recognized.
9. Members of the public that neglect to follow Board procedures may be asked to leave the meeting.

**VII. APPROVAL OF MINUTES**

The Superintendent and the Business Administrator recommend the Board approve the regular session minutes of October 24, 2017 as submitted by the Board Secretary.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_ #Yes:\_\_\_\_\_ #No:\_\_\_\_\_ #Abstain\_\_\_\_\_

**VIII. SUPERINTENDENT'S RECOMMENDATIONS**

**A. PERSONNEL - PROFESSIONAL**

1. Workshop Participation

The Board approve the participation in the following workshops:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
Chelsea Abhau	E. Windsor NJ	<u>Targeted and Effective PARCC Strategies - ELA</u>	12/13/17	\$199	\$90.00	yes
Nancy Stadulis	Pitman NJ	<u>World Language Presentation with Dr. David Greer</u>	12/4/17	\$0	\$90.00	yes
Barbie Ledyard	Monroe NJ	<u>Standards Based Report Cards 2.0</u>	12/1/17	\$149	none	yes
Kristin Schell	Pennington NJ	ELA for Grades K-3	12/5/17	\$0	none	yes

2. Approval of After School Clubs

The Board approve the following after school clubs:

Club	Advisor	Pay	No. of Meetings
Storytellers of Alloway	Nancy Brawley	\$30 per hour	2x monthly
Technology Club	Shari Rupertus	\$30 per hour	2x monthly
Book Club	Chelsea Abhau	\$30 per hour	2x monthly
Service Club	Karen Wildermuth	\$30 per hour	2x monthly
Math Club	Colleen Rishel	\$30 per hour	2x monthly

3. Request for Maternity Leave

The Board approve the request for a maternity leave of absence from Maria Bellia, School Psychologist, effective February 13, 2018. She will be utilizing sick days in accordance with board policy 4151.4. Following Mrs. Bellia's paid leave, she will be utilizing unpaid Family Medical Leave through approximately May 31, 2018. Mrs. Bellia plans to return to her position June 1, 2018.

**B. PERSONNEL - SUPPORT**

1. Resignation of Classroom Aide

The Board accept the resignation of classroom aide, John Wagner, Jr. Mr. Wagner has accepted a long term substitute position in the Burlington City School District. Mr. Wagner's last day will be November 22, 2017.

2. Resignation of SACC Leader

The Board accept the resignation of SACC Leader, John Wagner, Jr. Mr. Wagner has accepted a long term substitute position in the Burlington City School District. His last day will be November 22, 2017.

3. Employment of Substitute Teacher

The Board approve John Wagner Jr. as a substitute teacher for the 2017-2018 school year, at the rate of \$90 per day.

4. Resignation of Part-Time Night Custodian

The Board accept the resignation of part-time night custodian, Donald Gaddy, effective November 17, 2017. Further, the Board authorize the Superintendent to hire a part-time night custodian, with approval at the next board meeting.

5. Employment of SACC Substitute

The Board approve Ruth L. Wagner as a substitute SACC leader for the 2017-2018 school year at the rate of \$9.50 per hour.

6. Employment of Substitute Custodian

The Board approve the hire of Shane Handy as substitute custodian for the 2017-18 school year at the rate of \$10.00 per hour pending completion of paperwork including criminal history background check.

Motion:\_\_\_ Second:\_\_\_ CC\_\_\_ MC\_\_\_ LD\_\_\_ MD\_\_\_ PD\_\_\_ JD\_\_\_ CF\_\_\_ DL\_\_\_ RM\_\_\_

**C. OTHER BUSINESS**

1. HIB Report

The Board accept the HIB report for October, noting there were no incidents to report.

2. Field Trips 2017-18

The Board to approve the following field trips:

Grade	Teacher	Date	Destination	No. of Buses	Bus Cost
PK	Derenberger	5/18/18	Please Touch Museum Phila	1	350.00
K	Baehr/Leyman	May, 2018	Cape May Zoo	1	350.00

1	Acton/Turner	May, 2018	Adventure Aquarium Camden, NJ	2	600.00
2	Emel/Ramos	May, 2018	Academy of Natural Sciences, Phila	1	350.00
3	Jaep/Murphy	May, 2018	Wheaton Village Millville, NJ	1	250.00
4	Principe/ Wildermuth	May, 2018	Kalmar Nyckel Wilmington, DE	1	275.00
5	Osborn/Abhau	March, 2018	Museum of the American Revolution	1	350.00
6	Gechter/ Kaufmann	6/5/17	Medieval Times Lyndhurst, NJ	1	415.00
7	Katz/Rishel	June, 2018	Citizens Bank Park and Redbank National Park	1	350.00
8	Beck/Dilks		TBD		TBD
2, 3, 4	Wildermuth	1/11/18	Kids Inquiry Conference Salem Co. College	2	350.00
8	Gioielli	5/30/18	WHS Honors Meeting	1	160.00
8	Gioielli	1/30/18	VoTech Tour	1	VoTech Pays
8	Gioielli	4/13/18	8th Gr. Orientation	1	160.00
Pep Team	Gioielli	Jan, 2018	Pep Team Lesson for Senior Citizens	walking	0
8	Gioielli	12/20/17	SCVTS Academy Showcase at SCC	1	VoTech Pays
Various	Katz	June, 2018	Math Showcase at SCC	1	350.00
K	Baehr/Leyman	11/16/17	Senior Center (present program to the seniors)	0	walking
Academic League	Ramos/ Wildermuth	1/9/18	Academic League Match At Elsinboro School	1	135.00
Academic League	Ramos/ Wildermuth	3/6/18	Academic League Match at Quinton School	1	135.00
Academic League	Ramos/ Wildermuth	3/27/18	Academic League Match at Upper Pittsgrove Sch.	1	135.00
<b>TOTAL COST</b>					<b>\$4,365.00</b>

3. Policies for Approval:

The Board approve the following policies:

CODE	POLICY	STATUS
<u>1410</u>	<i>Community Relations-Local Units</i>	Revision
<u>3220/3230</u>	<i>State Funds/Federal Funds</i>	Revision*
<u>5131</u>	<i>Harassment, Intimidation &amp; Bullying</i>	Revision
<u>6147.1</u>	<i>Evaluation of Individual Student Progress</i>	Revision*
<u>6161.3</u>	<i>Complaints Regarding No Child Left Behind</i>	Delete-Obsolete*

\*eliminated language referencing NCLB

4. Memorandum of Agreement

The Board approve the Memorandum of Agreement between Education and Law Enforcement Officials for 2017-2018 school year.

5. Use of Facilities

The Board approve the request by Alloway Township Youth League to use the school gym for basketball practices and games from November 1, 2017 through approximately March 1, 2018. The hours requested to use the gym are Monday through Friday 4:30 p.m. to 9:00 p.m. and Saturdays 8:00 a.m. to 2:00 p.m. A school custodian must be present during the hours the gym is in use. There is no charge during the week for gym use, however the charge is \$25/hour on Saturdays to cover the cost of custodial staff salaries.

Motion:\_\_\_ Second:\_\_\_ CC\_\_\_ MC\_\_\_ LD\_\_\_ MD\_\_\_ PD\_\_\_ JD\_\_\_ CF\_\_\_ DL\_\_\_ RM\_\_\_

**IX. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT**

**A. FINANCIAL**

1. Board Secretary Certification

Board's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Alloway Township Board of Education certifies that as of October 31, 2017 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Certification:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October 31, 2017, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Alloway Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (c) 4. And, in accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending October 31, 2017.

2. Cash Reconciliation Report

The Board approve the cash reconciliation report for the month of October, 2017.

3. Transfers

The Board approve the transfers for the months of October and November, 2017.

4. Bills to be Paid

The Board approve payroll and agency for October, 2017 and bills list for November, 2017. Further, since the December board meeting has been cancelled, the Board approve the payment of December bills, with approval at the January 2, 2018 board meeting.

5. Out of District Tuition Contracts

The Board approve a tuition contract for a student placed out of district as of October 30, 2017.

Student	Program	Location	Tuition Rate
NL	Behavioral Disabilities	SCSSSD-Daretown Campus	\$38,636 (\$270.18/day * 143 days)

6. 1-1 Contract for Teacher and Aide-WHS

The board approve the contract with Woodstown High School for a 1-1 teacher and 1-1 Aide for an Alloway student attending Woodstown High School (10th grade):

1-1 Teacher Salary and Benefits: \$64,104.27  
1-1 Aide Salary and Benefits: \$26,473.87  
Total \$90,578.14

7. Approval of Tentative Budget Calendar

The Board approve the 2017-2018 tentative Budget Calendar (pending any changes mandated by the state and release of state aid numbers). Approval of an annual budget calendar is part of the NJQSAC requirement.

8. Food Service Biosecurity Management Plan

The Board approve the revisions to the Biosecurity Plan for the Cafeteria. The only changes to the plan were updates due to changes in Personnel and contact information. This manual was last updated in March 2017.

9. 2016-2017 Audit, Recommendations and Corrective Action Plan

Mrs. Dubois-Brody will present and discuss the 2016-2017 audit and Recommendations/Corrective Action Plan.

The Board accept and approve the 2016-2017 Comprehensive Annual Financial Report (CAFR), Audit Synopsis, Auditor's Management Report, recommendations and findings for the 2016-2017 school year audit and the Corrective Action Plan, noting that there was 1 audit comment.

10. Withdrawal of Capital Reserve Funds

The Board approve by resolution, the transfer of \$35,600 of Capital Reserve funds to the General Fund to support the following other capital project:  
Boiler Replacement

The Alloway Board of Education hereby declares that the above-mentioned projects will be supported in full with local capital reserve funds, as there is no state support for this project. Three quotes were obtained to replace the small boiler (installed in 1986) in the boiler room. Falasca will install the new boiler at a cost of \$35,600. Permits are being obtained from the township and then the old boiler will be swapped out for the new one over the Christmas break.

Motion:\_\_\_ Second:\_\_\_ CC\_\_\_ MC\_\_\_ LD\_\_\_ MD\_\_\_ PD\_\_\_ JD\_\_\_ CF\_\_\_ DL\_\_\_ RM\_\_\_

**X. SUPERINTENDENT DISCUSSION ITEMS/FYI**

Enrollment - 363

Fire Drill - November 14, 2017

Security Drill -October 24, 2017 (Shelter in Place), November 21, 2017 (Active Shooter Lockdown)

Suspensions - Month of October 2017: 1 Internal Suspension

School Newsletter "All About Alloway"-October/November 2017 edition

Room 201-tested for mold. Tests came back unremarkable and no further action is required.

Superintendent Goals Update

Assistant Principal Report

Motion:\_\_\_ Second:\_\_\_ CC\_\_\_ MC\_\_\_ LD\_\_\_ MD\_\_\_ PD\_\_\_ JD\_\_\_ CF\_\_\_ DL\_\_\_ RM\_\_\_

**XI. PRESIDENT'S REPORT**

**A. COMMUNICATIONS TO THE BOARD**

- i. NJSBA Dinner Meeting, "Foundations for Success", Monday, December 4, 2017. Please notify the board office if you wish to attend. **Note: This meeting will satisfy the required board training for 2017 and 2018 for anyone who attends.**
- ii. Michael Dennison-Report on attendance at NJSBA Convention

**B. OLD BUSINESS**

**C. NEW BUSINESS**

- 1. Annual School Election Results: Mr. Morris, Mr. Clarke and Mrs. Fulmer were reelected to 3 year terms, expiring December 31, 2020. The official election count was: Richard Morris 700 votes, Michael Clarke 533 votes, Colleen Fulmer 574 votes. John Simpson (483 votes) and Richard Leyman (467 votes) also ran but were not elected.
- 2. Alloway Podium-Mayor Ed McKelvey refinished (free of charge!) the podium that is used for graduation and many other events at Alloway. It is estimated that this podium has been used at Alloway School for at least the past 55 years. Mr. McKelvey did an amazing job and we thank him for doing this.

**D. COMMITTEE REPORTS**

- 1. Woodstown-Pilesgrove Board Report-State of the Schools Report-10/26/17 Board Meeting and Woodstown-Pilesgrove board notes from 11-16-17 Board meeting --Mr. Morris

**XII. EXECUTIVE SESSION**

**ALLOWAY 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 Alloway 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 approximately 7:30 p.m.; **NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Alloway School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- 1. Confidential matters per statute or court order (student matter)
- 2. Matters that would impact rights to receive federal funds
- 3. Unwarranted invasion of individual privacy
- 4. Collective bargaining with the Alloway Education Association
- 5. Acquisition of real property or investment of public funds
- 6. Tactics or techniques utilized in public safety procedures
- 7. Litigation, contract negotiations, or attorney-client privilege (Grievance hearing & Residency)
- 8. Personnel matters
- 9. Imposition of penalties upon an individual



**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when 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 declare that 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.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_ #Yes: \_\_\_\_\_ #No: \_\_\_\_\_

**XIII. RESUME PUBLIC PORTION**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_ #Yes: \_\_\_\_\_ #No: \_\_\_\_\_

**XIV. PUBLIC COMMENT - OPEN**

The Board President will recognize those individuals in the audience who wish to comment. Please respect the following procedure:

1. Sign in.
2. Wait to be recognized by the Board President before speaking.
3. When recognized by the Board President, state your full name and address.
4. Identify the topic on which you wish to comment.
5. Limit your comments to that specific comment.
6. There will be a time limit of 3 minutes for each individual speaking.
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**XV. ADJOURNMENT**

It is recommended that there being no further business to be brought before the board that the meeting be adjourned.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_ #Yes: \_\_\_\_\_ #No: \_\_\_\_\_