

**ALLOWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA
March 27, 2018**

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. Jennifer Gallatig, Art Teacher
February Star Student: Ryan Kanauss
March Star Students: Mathyas Ellis, Amberlyn Robinson

V. PRESENTATION-SUPERINTENDENT EVALUATION TRAINING

Mrs. Terri Lewis, NJSBA field representative, will discuss the new evaluation tool that will be used to evaluate the Alloway Superintendent. (Note: Mrs. Lewis contacted the board office on Monday, March 26th and asked to postpone her presentation due to a conflict with a meeting at another school district).

VI. PUBLIC COMMENT - AGENDA ITEMS ONLY

The Board President will recognize those individuals in the audience who wish to comment on any items listed on the agenda for tonight's meeting. As such, the Board asks that members of the public please confine their comments, during this comment portion, to only those items which are listed on the agenda.

A separate Public Comment session is provided for later in the agenda, for those individuals in the audience who wish to comment on items which are not listed on tonight's agenda.

Please respect the following procedures:

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 agenda item topic on which you wish to comment.
5. Limit your comments to that specific topic.
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 and executive session minutes of February 27, 2018.

Motion: _____ Second: _____ #Yes: _____ #No: _____ #Abstain _____

VIII. SUPERINTENDENT'S RECOMMENDATIONS

The Superintendent recommends that:

A. PERSONNEL - PROFESSIONAL

1. Retirement Notification

The Board accept the notification of retirement for Mrs. Anne Baehr, effective July 1, 2018. Mrs. Baehr has been employed at the Alloway School for 32 years. She was hired in 1986 as a grade 5 math and science teacher. During her tenure here, she has taught in grade 7, grade 3 and finally kindergarten. The Board accepts this resignation with regret.

2.. Workshop Participation

The Board approve the following workshop participation:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
Loretta Osborn	Rowan Univ. Glassboro, NJ	Examining the Fraction Focus in the Common Core	5/17/18	\$149	\$90	no
Rebecca Joyce; Shannon Dubois-Brody	Borgata, Atlantic City, NJ	NJASBO Annual Convention	6/6/18-6/8/18	\$275 each plus \$250 lodging	N/A	Yes

3. Hire of Maternity Replacement

The hire of Jenna Stuart as a maternity replacement for Mrs. Demi Jaep. Ms. Stuart will begin her employment on April 19, 2018 and end on June 30, 2018. Her rate of pay will be \$140.00 per day. There are no health benefits associated with this position.

B. PERSONNEL - SUPPORT

1. Employment of Substitute

The Board approve the hire of Kyle Massey as a substitute teacher. The rate of pay is \$90 per day.

2. Employment of Part-Time Instructional Aide

The Board approve the hire of Seclinda Murray as a part-time instructional aide, effective March 28, 2018 through June 30, 2018. Ms. Murray will be paid \$10 per hour as a substitute instructional aide, until she completes her paperwork and provides proof of attainment of her Associate's degree. Upon proof of attainment of her degree, Ms. Murray will be paid a salary of \$15,450 (prorated for this contract). Ms. Murray will work 5.75 hours per day. She will receive 3 sick days and 0 personal days. There are no health benefits associated with this position.

C. **OTHER BUSINESS**

1. HIB Report

The Board approve the HIB Report for February, 2018 - 0 incidents to report.

2. Policy Revisions

The Board approve the following policy revision:

Code	Policy	Status
<u>6142.19</u>	ADA Compliant Website	Second Reading

3. Request for Use of Facilities

Request from Alloway Township Youth League to use the all-purpose room for baseball and softball practice from March 13, 2018 through March 23, 2018 from the hours of 4:30 p.m. to 8:30 p.m.

4. Contract for Consultation Services

The board approve the contract with *Interactive Kids* to provide support services to students with behavioral and educational challenges at the rate of \$125 per hour.

5. Approval of 2018-2019 School Calendar

The board approve the 2018-2019 school year calendar.

6. Approval of 2017-2018 Revised School Calendar

The Board approve the second revision to the 2017-2018 School Calendar. This revision takes into consideration the three snow days in March. (attach revised calendar showing graduation June 18th)

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 February 28, 2018 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 February 28, 2018, 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 February 28, 2018.

2. Cash Reconciliation Report

The Board approve the cash reconciliation report for the month of February, 2018.

3. Transfers

The Board approve the transfers for the months of February and March, 2018.

4. Bills to be Paid

The Board approve payroll and agency for February, 2018, and bills list for March, 2018.

5. Approval of Payroll Vendor

The Board approve CASA Payroll and Reporting Services for payroll preparation and ACA reporting for the Alloway Board of Education effective July 1, 2018. The yearly fee is based on the number of employees who are paid each pay, with an estimated cost of \$2,853. This includes payroll preparation, W-2 forms, the filing of all applicable payroll taxes and quarterly pension reports and tax reports, and access to an employee portal. In addition, CASA will offer ACA reporting as required at a fee of \$113/month. CASA will replace the software previously offered by Gloucester County Special Services.

6. Renewal of Alliance for Competitive Energy Services (ACES)

The Board approve by resolution the renewal of the district's participation in the ACES Cooperative Pricing Program for the procurement of electricity and energy supplies effective May 2018 through May 31, 2023. The current 5 year contract expires in May of 2018.

Motion:___ Second:___ CC___ MC___ LD___ MD___ PD___ JD___ CF___ DL___ RM___

7. Submission of Preliminary 2018-2019 Budget to the County Office of Education

After review and discussion of the proposed 2018-2019 budget and upon discussion with the full board, it is recommended that the Alloway Board of Education approve by Resolution the submission of the 2018-2019 budget to the Salem County Office of Education for Executive County Superintendent approval,

noting the budget is within the statutory cap and reflects a 2.03% increase in the tax levy.

Further, to establish the public hearing date as Tuesday, April 24, 2018 at 6:30 p.m. with the regular monthly meeting following the public hearing.

Motion:___ Second:___ CC___ MC___ LD___ MD___ PD___ JD___ CF___ DL___ RM___

X. SUPERINTENDENT DISCUSSION ITEMS/FYI

1. Enrollment - 373
2. Fire Drill - February 27, 2018
3. Security Drill - February 23, 2018 (Lockdown)
4. Suspensions - Month of February 2018: One (threatening comments); One (Inappropriate Physical Contact)
5. Southwest Council Presentation: *"Marijuana: Where we are today and what to expect"*. Mrs. Schell attended and will report.
6. Assistant Principal Report

XI. PRESIDENT'S REPORT

A. COMMUNICATIONS TO THE BOARD

1. Notification of attainment of Black Seal Boiler license -Dawn Harding
2. Thank you letter from Lorrie Wagner.
3. Discussion on Policy #1330, Mr. Dennison.
4. SCSBA-8th Grade Dialogue/Reception held March 12, 2018 at Schalick HS. Mr. Dennison attended and will report.
5. Woodstown-Pilesgrove invitation to the Quad-District Art Show and Concert, Wednesday, May 9, 2018 at 6pm.
6. Correspondence from NJSBA that Phil Donohue has met the requirements for *"Certificated Board Member"* and will be recognized at the Salem County School Boards Spring dinner on May 16, 2018.

B. OLD BUSINESS

1. Reminder to complete Financial Disclosure forms online (PD and JD)
2. Mr. Donohue: request of verification for Results of Lead Testing.

C. NEW BUSINESS

1. Salem County School Boards Spring Dinner will be held May 16, 2018 at the Riverview Inn, Pennsville. Please notify the Board Office if you wish to attend.
2. Special Board Meeting April 17th at 4:30 to discuss shared services with Woodstown and Superintendent Evaluation-Mrs. Terri Lewis (in place of meeting that was cancelled on March 22) . Mrs. Schell will check with Woodstown to see if they are available that night.
3. Approval of the timeline for the Superintendent Evaluation Process for 2017-18 and

D. COMMITTEE REPORTS

1. Personnel Committee Meeting-set up 2 meetings (April and May) for discussion of certified and support staff

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 **8:00 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
- 8. Personnel matters-Superintendent Evaluation
- 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

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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: _____