

**ALLOWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA
May 22, 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

May Star Students: **Ashley Norton** (6th grade) and **Daniel Jeffers** (Kindergarten)
John Turner, 8th grade Alloway student, will give a performance on the new keyboard that was recently donated to Alloway School.

V. PRESENTATION

The Board will recognize 2 teachers retiring from Alloway School effective June 30, 2018:

- Mrs. **Anne Baehr**, Kindergarten Teacher and Mrs. **Debbie Dilks**, Science Teacher

The Board will recognize **Tracy Stuart** as Volunteer of the Year

VI. PUBLIC COMMENT-AGENDA ITEMS ONLY

*The Board President will define and clarify the Public Comment segment of the meeting.

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 minutes of the April 19, 2018 special meeting and regular meeting minutes of April 24, 2018 as submitted by the Board Secretary.

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

VIII. SUPERINTENDENT'S RECOMMENDATIONS

The Superintendent recommends that:

A. PERSONNEL - PROFESSIONAL

1. Family Leave Request

The board approve the request for unpaid Family Leave for Mark Jaep from 4/16/18 through 5/4/18.

B. PERSONNEL - SUPPORT

1. Employment-Administrative Support Staff

The Board approve the contracts and salaries for the 2018-2019 school year for the following staff:

Barbara Rishel - Administrative Secretary
Elizabeth Lodge - Main Office Secretary (part time, 10 month)
Mary Aliberti - Board Clerk (Alloway and Elsinboro)
Cindi Seip - Board Clerk (Alloway, Elsinboro and LAC)
Jessica Pate - Part Time Board Clerk
Deanna Bowling - CST Secretary (part time, 10 month)

2. Employment-Classroom Aides

The Board approve the contracts and salaries for the 2018-2019 school year for the following classroom aides (all aides required as per IEPs with the exception of the kindergarten and pre-k aide):

Part Time:	Terri Bowen	Megan Sparks
	Zachary Feron	Lorrie Wagner
	Kerry Hars	Deborah Zarin
	Deann Nutt	Bethany Garrison
	Jamie Wilson	Seclinda Murray

3. Employment-Bus Driver

The Board approve the contract and salary for the 2018-19 school year for the following bus (minivan) driver: Kenneth Simmerman (contracted driver)

4. Employment-SACC

The Board approve the contracts and salaries for the 2018-2019 school year for the following School Age Child Care (SACC) workers:

Katie Handte, Lead Aide	Susan Remster, Leader
Alexis Hoglen, Leader	Cindy Tarry, Leader
Rosemarie McAllister, Leader	Kelsey Sigars, Leader
Lorrie Wagner, Leader	

In addition, Mrs. Deanna Bowling will continue to serve as the Alloway SACC Director for the 2018-19 school year.

5. Resignation of Classroom Aide

The resignation of Lauren Seip as a classroom aide. Her last day of employment was May 15, 2018.

6. Substitute Calling Stipend

The Board approve the 2018-19 stipend for Substitute Calling for Barbara Rishel at the rate of \$3,400 per year, to be paid twice yearly.

7. Employment of Substitute Custodian

The Board approve the hire of Charles Atkinson as substitute custodian for lawn care and maintenance, at the rate of \$14.00 per hour effective July 1, 2018 and for the 2018-19 school year. There are no other benefits associated with this contract.

8. Substitute Salaries

The Board approve the following salaries of all substitutes for the school year 2018-2019:

Teachers - Substitute	\$ 90.00 per day
Teachers – Long-Term Sub. (working > 10 consecutive days in same classroom)	\$140.00 per day
Nurse Substitute	\$145.00 per day
Teacher’s Aides Substitute	\$ 10.00 per hour
Custodian Substitute	\$ 10.00 per hour
Secretary Substitute	\$ 10.00 per hour
Cafeteria Worker Substitute	\$ 10.00 per hour
Bus Driver Substitute	\$ 16.50 per hour

9. Summer Work Hours-Office Staff

The Board approve summer work hours for twelve month administrative, office and custodial staff - Monday through Thursday, 7:30 a.m. to 4:15 p.m., effective July 2, 2018 through August 24, 2018. The School will be closed on Fridays during the summer.

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

C. OTHER BUSINESS

1. HIB Report

The Board approve the HIB Report for April, 2018 . There were no incidents.

2. Policies-First Reading and Revisions

The Board approve the following policies:

POLICY #	POLICY	STATUS
<u>411/4211</u>	Recruitment, Selection & Hiring	Revision

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

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 April 30, 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 April 30, 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 April 30, 2018.

2. Cash Reconciliation Report

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

3. Transfers

The Board approve the transfers for the months of May, 2018.

4. Bills to be Paid

The Board approve payroll and agency for April, 2018, and bills list for May, 2018.

5. Professional Appointments 2018-2019

The Board approve the Professional Appointments/Renewals for 2018-2019 school year as per the attached list.

6. Petty Cash Fund 2018-19

The Board approve a petty cash account in the amount of \$250.00, with Mary Aliberti as the custodian of that account.

7. Section 125 Plan

The Board approve the continuance of a Section 125 plan (flexible spending account) to support staff for the 2018-19 school year. Board contributions shall be as follows:

Full time employees (over 30 hrs) with 4 or more years of service: \$1,000

Full time employees (over 30 hrs) with < 4 years of service: \$ 525

Part time employees who work over 25-30 hours per week: \$ 300

8. Occupational Therapy Services 2018-2019

The Board approve entering into agreement with Professional Therapy Services, LLC, for providing Occupational Therapy Services to students, per I.E.P., for 2018-2019 school year at \$73 per hour up to 10 hours per week including direct, indirect, consultations, screenings and administrative services. Additional services of parent education series and staff inservice training may be provided upon request at no charge.

9. Transportation Renewals 2018-2019

The Board approve the 2018-2019 transportation renewals for Alloway School with contractor B.R.Williams, Inc. for Multi Contract#1, renewal #5. The route costs increased 1.51%, which is the maximum permissible by the State, based upon the CPI for student transportation renewals

Route #	Destination	2017-18 Daily Rate	Incr/Decr per mile	2018-19 Increase @1.510%	2018-19 Daily Rate	2018-19 Yearly Rate
E1	Alloway School	\$133.97	\$1.50	\$2.02	\$135.99	\$24,478.20
E2	Alloway School	\$133.97	\$1.50	\$2.02	\$135.99	\$24,478.20
E3	Alloway School	\$133.97	\$1.50	\$2.02	\$135.99	\$24,478.20
E4	Alloway School	\$133.97	\$1.50	\$2.02	\$135.99	\$24,478.20
E5	Alloway School	\$133.97	\$1.50	\$2.02	\$135.99	\$24,478.20
E6	Alloway School	\$133.97	\$1.50	\$2.02	\$135.99	\$24,478.20
PK Midday	Alloway School	\$138.05	\$1.50	\$2.08	\$140.13	\$25,223.40
HS1	WHS	\$138.05	\$1.50	\$2.08	\$140.13	\$25,223.40
HS2	WHS	\$138.05	\$1.50	\$2.08	\$140.13	\$25,223.40
HS3	WHS	\$138.05	\$1.50	\$2.08	\$140.13	\$25,223.40
	Totals					\$247,762.80

10. Approval of Transportation through GCSSSD

The Board approve the reinstatement of route Y1337 through GCSSSD, in the amount of of \$13.50/day (plus 7% admin fee) to transport a new student, CC home only, from WHS Twilight program effective May 7, 2018 through the end of the school year.

11. Educational Services with GCSSSD for Teacher of Deaf

The Board approve the contract with GCSSSD for Educational Consultant Services for Teacher of the Deaf for a total of 12 hours for the 2018-19 school year at a rate of \$126 per hour for a total cost of \$1,512.

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

X. SUPERINTENDENT DISCUSSION ITEMS/FYI

1. Enrollment - 373

2. Fire Drill - April 26, 2018

3. Security Drill - April 30, 2018 - Lockdown

4. Suspensions - Month of April 2018:

1 student - Endangering the safety of another student - 1 day external

1 student - Endangering the safety of another student - 1 day external

1 student - Instigating a fight - 1 day internal

1 student - Endangering the safety of another student - 1 day internal

1 student - Physically assaulting another student - 3 days external

5. School Newsletter "All About Alloway"
6. Donation received from donorschooise.org for a "wish list" submitted by Mrs. MaryAnn Acton, 1st grade teacher for flexible seating.
7. Assistant Principal Report-May 2018
8. The school will be closed to visitors starting June 21st through July 31st for the community service group to begin summer projects.

XI. PRESIDENT'S REPORT

A. COMMUNICATIONS TO THE BOARD

1. Letter from Elizabeth "Libby" Lodge

B. OLD BUSINESS

1. Mr. Donohue and Mr. Morris attended the SCSBA meeting at the Riverview Inn on May 16, 2018. Mr. Donohue was recognized at this meeting for becoming a certified board member.

C. NEW BUSINESS

1. Board Self Evaluation--instructions emailed to all board members on 5/17/18 for requested completion by June 10, 2018, with acceptance at the June board meeting.
2. School Election Petitions to be distributed to board members Michael Dennison, Joseph Dyer and Cathleen Caltabiano who are up for re-election on November 6, 2018. Completed Petitions shall be filed with the County Clerk on or before 4:00 p.m. on July 30, 2018. The County Clerk's Office is located at 110 Fifth St.; Suite 200 - Salem, NJ 08079 and is open from 8:30 am-4:15 pm daily to receive petitions.

D. COMMITTEE REPORTS

1. Woodstown-Pilesgrove BOE Highlights April 26, 2018-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 7:45 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
- 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.

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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: _____