

**ALLOWAY BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
June 26, 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 HIGHLIGHT/SPECIAL PRESENTATION**

1. Members of the SIT Committee will present the strategic planning process for Alloway Township School. This process will begin in the Fall of 2018.
2. Update on summer projects-Mrs. Schell

**V. 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.

**VI. APPROVAL OF MINUTES**

The Superintendent and the Business Administrator recommend the Board approve the regular and executive session meeting minutes of May 22, 2018 as submitted by the Board Secretary.

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

**VII. SUPERINTENDENT'S RECOMMENDATIONS**

The Superintendent recommends that:

**A. PERSONNEL - PROFESSIONAL:**

1. The board approve the hire of the following teachers for the 2018-19 School Year:
  - a. 3rd Grade Teacher  
Hope Kloczko as 3rd grade teacher effective September 1, 2018 through June 30, 2019, contingent upon the satisfactory outcome of the reference verification process stated in Policy 4111/4211. Ms. Kloczko will be placed on MA, Step 5, at a salary of \$59,537 with benefits per the negotiated agreement.
  - b. Middle School Science Teacher  
Alexis Papakostas as Middle School Science Teacher effective September 1, 2018 through June 30, 2019, contingent upon the satisfactory outcome of the reference verification process stated in Policy 4111/4211. Ms. Papakostas will be placed on MA, Step 3, at a salary of \$56,071 with benefits per the negotiated agreement.
  - c. Middle School Math Special Education Teacher  
Brittany Samartino as Middle School Math/Special Education Teacher effective September 1, 2018 through June 30, 2019, contingent upon the satisfactory outcome of the reference verification process stated in Policy 4111/4211. Ms. Samartino will be placed on BA, Step 5, at a salary of \$57,683 with benefits per the negotiated agreement.
  - d. 3rd Grade Replacement Teacher for Leave of Absence  
Bethanny Garrison as the 3rd grade replacement teacher effective September 1, 2018 through June 30, 2019. Ms. Garrison will be placed on BA, Step 1, at a salary of \$52,317 with benefits per the negotiated agreement.

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

2. Payment for Unused Sick Time for Retirees

The Board approve the payment for unused sick days to the following retirees, as per the negotiated contract agreement with the AEA:

- a. Norma Simpson (retirement eff 10/1/17) for 106.5 days @\$45/day=\$4,792.50
- b. Debbie Dilks (retirement eff 7/1/2018) for 55 days @ \$45/day=\$2,475
- c. Anne Baehr (retirement eff 7/1/2018) for 30.5 days @ \$45/day=\$1,372.50

Note: maximum allowable per contract is \$8,500. Payment will be made on the June 30, 2018 payroll.

3. Teacher Assignment Changes for 2018-19 School Year

The Board approve the following teacher assignments:

1. Mrs. Kim DeFebo: from BSI to PK teacher.
2. Mrs. Alison Derenberger: from PK teacher to Kindergarten teacher.
3. Ms. Karen Murphy: from grade 3 teacher to BSI teacher.

4. Supplemental Summer Reading and Math Program

The Board approve the hire of the following teachers for Supplemental Summer Reading and Math Program: Nancy Brawley (Teacher), Karen Wildermuth (Teacher), and Jamie Wilson (1 to 1 aide).

The program will be held Monday through Thursday for 3 weeks from August 6-9, 13-16, 20-23 at Alloway School. All teachers will be paid \$30/hour, as per the negotiated agreement with the AEA. Mrs. Wilson will be compensated at the rate of \$16.75/hour.

5. Workshop Participation

The Board approve the following workshop participation:

Staff	Location	Workshop	Dates	Cost	Sub Cost	Mileage
Rebecca Joyce	Alloway-Webinar	NJ Law and Ethics	7/12/18	\$149	0	No
Kellie Whelan	Virtual Streaming (from home)	<u>National Assoc of School Nurses</u>	6/30/18-7/3/18	\$250	0	No
S. Owens N. Brawley C. Gechter C. Abhau K. Wildermuth M. Emel M. Strawderman T. Turner M. Acton K. DeFebo A.Derenberger K. Leyman B.Garrison (new hire) H. Kloczko (new hire) A.Hann B. Ledyard	Swedesboro-Woolwich School District	<u>The Fountas &amp; Pinnell Literacy Continuum: A Tool for Assessment, Planning, and Teaching, PreK-8</u>	8/2/18	\$1324.16	0	No

6. The Board approve the following summer 2018 stipend positions:

Name	Position	Amount
Maryann Acton	Curriculum Writing - Gr. 1	\$30 per hour
Terry Turner	Curriculum Writing - Gr. 1	\$30 per hour
Heather Principe	Curriculum Writing - Gr. 4	\$30 per hour
Karen Wildermuth	Curriculum Writing - Gr. 4	\$30 per hour
Chelsea Abhau	Curriculum Writing - Gr. 5	\$30 per hour
Colleen Rishel	Curriculum Writing - Math Gr. 6-8	\$30 per hour
Richard Kaufmann	Curriculum Writing - LAL Gr. 6-8	\$30 per hour
Stephanie Owens	Curriculum Writing - LAL Gr. 6-8	\$30 per hour

Chris Beck	Curriculum Writing - Social Studies Gr. 6-8	\$30 per hour
Mary Ann Wyckoff	Curriculum Writing - Performing Arts Courses	\$30 per hour
Jennifer Gallatig	Curriculum Writing - Visual Arts Courses	\$30 per hour
Shari Rupertus	Curriculum Writing - Digital Literacy	\$30 per hour

Note: Budgeted \$6,000 for stipends for curriculum writing 2018-19 budget

7. Stipend Positions 2018-2019

The Board approve the following stipend positions for the 2018-2019 school year:

Name	Position	Amount
Nancy Brawley	School Safety Patrol Advisor	\$908.00
Lindsey Gioielli	8th Grade Advisor	\$964.00
Karen Wildermuth	Academic League	\$30.00/hour
Kellie Whelan	School Improvement Team	\$30.00/hour
Amber Hann	School Improvement Team	\$30.00/hour
Stephanie Owens	Intervention & Referral Services Member	\$30.00/hour
Meghan Taylor	Intervention & Referral Services Member	\$30.00/hour
Terry Turner	Intervention & Referral Services Member	\$30.00/hour
Amber Hann	Intervention & Referral Services Member	\$30.00/hour
Melissa Strawderman	Intervention & Referral Services Member	\$30.00/hour
Kristy Leyman/Melissa Strawderman	Student Council Advisor	\$1,020.00 (splitting stipend)

8. Retirement Notification

The Board accept the notification of retirement for Mrs. Rebecca Joyce, effective October 1, 2018. Mrs. Joyce has been employed as the Business Administrator at Alloway School for over 23 years. Additionally, she has been involved with providing many other districts with shared BA Services including Quinton, Lower Alloways Creek, Mannington, Elsinboro, Deerfield and Shiloh.

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

**B. PERSONNEL - SUPPORT**

1. Employment -Cafeteria Staff – 10 Month

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

Cindy Tarry, Manager Susan Remster and Rosemarie McAllister, Cafeteria Workers

2. Employment - Lunchroom Aide – 10 Month

The Board approve the contracts and salaries for the 2018-2019 school year for the following lunchroom aides: Boonjun Bolden and Dawn Harding

3. Employment - Custodial Staff – 12 Month

The Board approve the contracts and salaries for the 2018-2019 school year for the following custodial staff: Head Custodian: Ray Eckert

Night Custodians: Dawn Harding and Boonjun Bolden

4. Employment - Custodial Staff - 10 Month

The Board approve the contract and salary for the 2018-2019 school year for the following custodial staff:

Night Custodian: Nancy Brown (previously was a cafeteria worker)

5. Employment - Substitute Custodian

The Board approve Shane Handy as substitute custodian for the 2018-2019 school year at a rate of \$10.50 per hour.

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

**C. OTHER BUSINESS**

1. HIB Report

The Board approve the HIB Report for May 2018 and June 2018 noting there was 1 incident to report for May and no incidences for June.

2. Student Safety Data System Report

The Board approve the end of school year 2017-18 Student Safety Data System Report (formerly Violence and Vandalism Report) noting there were 2 alleged incidents of HIB that were investigated during the 2017-18 school year.

3. D.A.R.E Keepin' It Real Program

The Board approve the D.A.R.E Keepin' It Real Program to be incorporated into the health curriculum for grades Kindergarten, 5th and 7th for the 2018-2019 school year. These 13 week programs will help students resist pressures which may influence them to experiment with alcohol and tobacco. Students will be introduced to the following skills needed to keep them safe: self-awareness, understanding others, relationship skills, communication skills, and handling challenges.

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

**VIII. 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 May 31, 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 May 31, 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 May 31, 2018.

2. Cash Reconciliation Report

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

3. Transfers

The Board approve the transfers for the month of June, 2018.

4. Bills to be Paid

The Board approve payroll and agency for May, and bills list for June, 2018. Further, the Board authorizes the Business Administrator to pay any outstanding bills due and to make any necessary transfers as required in June and July 2018 for year end close out of financial reports. A list of bills and transfers for this period will be presented at the next regularly scheduled meeting.

5. Lunch Prices 2018-2019

The Board approve setting lunch prices for 2018-2019 as follows:

**Students**

Pre-K Snack	\$ .40 (5 cent increase)
Pre-K milk	\$ .35 (no increase)
Student Lunch (K-8)	\$2.80 (5 cent increase)
Student Salad (w/lunch components)	\$2.80 (5 cent increase)
Student Lunch-Reduced Eligibility	.40
Main Entree (w/out lunch)	\$2.50
Extra Entree (w/lunch)	\$2.00
Milk/juice	\$ .60
Chips, cookies, snacks	\$ .30-\$1.00
Ice cream	\$ .50-\$1.00

**Staff**

Staff Lunch including large salad	\$4.75 (no increase)
Staff Large Salad only (no milk or sides)	\$4.25
Staff Small Salad	\$3.00 (no increase)
Milk	\$ .60
Bottled Water (8 oz) or Iced Tea	\$ .50

6. 2018-2019 Grant Funds

The Board approve applying for the following grants for the 2018-19 school year:

IDEA PreSchool	\$ 3,670
IDEA Basic	\$ 94,443
Total	\$ 98,113 (decrease of \$1,362 from 17-18)

ESEA:	
Title I, Part A	\$ 90,737
Title I, Part D	\$ 23,328
Title IIA	\$ 22,086
Title IV	\$ 10,000
Total	\$146,151 (increase of \$2,658 over previous year)

7. ESY Out of District Tuition

The Board approve the following ESY Tuition for Summer 2018:

Program	Student(s)	Tuition	1-1 Aide
SCSSSD-Salem Campus	AA	\$4,700	None
SCSSSD-Daretown Campus	NL	\$4,700	None
GCSSSD-Bankbridge	AD, CM	\$4,235 each	\$3,480 (AD only)
Yale-Medford	TZ	30 days @\$267.47/day = \$8024.10	\$6,000 estimated
Yale-Cherry Hill	CL	30 days @\$283.40//day= \$8,502	None
Bankbridge School-Sewell 7/9-8/9/18 YMCA Lake Stockwell Camp 6/25-6/29 8/20-8/24	CQ	\$1500.00  \$850.00	1:1 Teacher @ \$32/hour
Mary Shoemaker School	CJ	\$2,500	None

8. ESY Out of District Transportation

The Board approve the renewal of the following transportation routes with GCSSSD for 2018 Summer/ESY Transportation. A 7% administrative fee is charged by GCSSSD in addition to the prices shown.

Route Number	Destination	Student	Cost
SS452	SCSSSD-Salem Campus	AA	\$281.18/day*
SS412	GCSSSD-Bankbridge	CM/AD	\$368.88/day*
SS422	Yale-Cherry Hill	CL	\$197.61/day*
SS420	SCSSSD-Daretown	NL/JD	\$214.06/day*
SS412	Bankbridge-Sewell	CQ	\$368.88/day*

\*route shared with other districts; therefore costs are prorated accordingly

9. Transportation Renewals with Gloucester County Special Services

The Board approve the following 2018-2019 transportation renewals with GCSSSD, noting that GCSSSD charges an additional 7% administrative fee in addition to the cost listed:

Route Number	Destination	Students	Cost
Y1179	Daretown School	2	\$341.21/day*

Y521	SCSSSD-Salem Campus	1	\$372.61/day*
Y1304	Bankbridge Development	2	\$400.96/day*

\*route contains students from other districts; cost prorated accordingly

10. Approval of Upgrades to Sidewalk and Curb in Front of School  
 The Board approve the quote from Mike Bianco and Sons for concrete work to be done at the front of the school. Contractor will remove sidewalk and existing straight curb to allow for installation of ADA compliant handicapped ramp and pad. Contractor will also remove the concrete sidewalk along the island, parallel to the school entrance. Total Cost \$3,200.  
 (Note: A second quote was received from DeWitt Construction for a total cost of \$4,900).
  
11. 2018-19 Professional Educational Services Contracts  
 The Board approve the following vendors to provide educational and nursing services on an as needed basis for the 2018-19 school year:  
 Bayada Nursing Services-substitute RN nursing services \$49/hour  
 Wright Choice Group-substitute RN nursing services \$51/hour  
 Professional Educational Services, Inc (homebound or hospital instruction) \$30/hour  
 Learn Well Education, Inc (homebound or hospital instruction) \$47/hour  
 (formerly Education Inc.)  
 Ark Educational Services (virtual homebound instruction) \$30/hour
  
12. Resolution to Join/Renew Membership  
 The Board approve by resolution to join the New Jersey Schools Insurance Group (NJSIG)/Educational Risk and Insurance Consortium-South (ERIC South) and to renew its membership for a 3 year period beginning July 1, 2018 through June 30, 2021. Alloway BOE contracts through the NJSIG and ERIC South for its workers compensation insurance, liability, E&O and Commercial package.
  
13. Revision to Grant Salaries 2017-18  
 The Board approve the revision to the salaries charged to the Title I grant for the 2017-18 school year to be as follows:  
 Megan Sparks: 57% Title I Aide  
 Melissa Strawderman: 100% Title I Teacher
  
14. 2018-19 Anticipated Contracts to be Renewed, Awarded or to Expire  
 The Board provide notice pursuant to PL 2015, Chapter 47, that the Alloway Board of Education intends to renew, award or permit to expire the contracts previously awarded by the board of education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations: in particular, NJ Title 18A:18 and NJAC Chapter 23. (note: this is a new requirement as of May 2015).

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



**IX. SUPERINTENDENT DISCUSSION ITEMS/FYI**

- 1. Enrollment -June, 2018: 373
- 2. Fire Drills - 5/14/18; 6/12/18
- 3. Security Drills - 5/29/18 - Tornado Drill; 6/20/18 - Evacuation Drill
- 4. Suspensions - Gr. 4 - Inappropriate Physical Contact - 3 days external  
                   Gr. 6 - Threatening Comments - 1 day internal  
                   Gr. 1 - Instigating a Fight - 1 day internal  
                   Gr. 4 - Inappropriate Remarks - 1 day internal  
                   Gr. 7 - Defiance to Staff - 1 day internal  
                   Gr. 6 - Inappropriate Remarks - 1 day internal  
                   Gr. 6 - Inappropriate Remarks - 1 day internal
- 5. Final report issued for Alloway Self Assessment for 2016-17
- 6. Alloway Academic League finals
- 7. Alloway Choice Awards
- 8. Reconfiguration of Classrooms/Moving Classrooms Summer 2018 for the 2018-19 school year
- 9. School Website provider changing to Zumu July 1st (previously School Insites)
- 10. Assistant Principal Report-June
- 11. Audit of Title I Grant
- 12. July board meeting-keep at 7/24/2018 or move to an earlier date?

**X. PRESIDENT'S REPORT**

**A. COMMUNICATIONS TO THE BOARD**

**B. OLD BUSINESS**

- 1. Board Self Evaluation-The Board review, discuss and accept for 2018

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

- 2. Superintendent Evaluation – Board President to report on in closed session

**C. NEW BUSINESS**

**D. COMMITTEE REPORTS**

**XI. 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
- 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: \_\_\_\_\_

**XII. RESUME PUBLIC PORTION**

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

Superintendent Evaluation

The Board approve the Superintendent's evaluation for Mrs. Kristin Schell, Superintendent, as presented and discussed in closed session. Mr. Dennison previously met with Mrs. Schell to go over the evaluation. A copy of the evaluation is on file in the board office.

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

**XIII. PUBLIC COMMENT - OPEN**

The Board President will recognize those individuals in the audience who wish to comment.

Please respect the following procedures:

1. Sign in.
2. Wait to be recognized by the Board President before speaking.
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4. Identify the topic on which you wish to comment.
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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.
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**XIV. 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: \_\_\_\_\_