

**CALL TO ORDER**

The regular meeting of the Alloway Township Board of Education was called to order by Mr. Michael Dennison, Board President, on Tuesday, August 22, 2017 at 6:30 p.m. at the Alloway Township School.

**OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT**

In accordance with the provisions of the Open Public Meeting Act, Chapter 231, Public Law 1975, the Alloway Township Board of Education transmitted notice of this 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.

**PLEDGE TO THE FLAG**

Mr. Michael Dennison, Board President, led the group in the pledge to the flag.

**ROLL CALL OF MEMBERS**

Members present: Mr. Caltabiano, Mr. Dennison, Mr. Donohue, Mr. Dyer, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

Members absent: Mr. Clarke, Ms. Decktor

Also in attendance: Mrs. Kristin Schell, Superintendent and Mrs. Rebecca Joyce, Board Secretary

**PUBLIC COMMENT – AGENDA ITEMS ONLY**

None

**APPROVAL OF MINUTES**

Motion made by Mr. Lounsbury, second by Mr. Donohue to approve the regular minutes of July 25, 2017 as per the recommendation of the Superintendent and Board Secretary.

**VOICE VOTE:** Approved

Abstain: Mrs. Fulmer

Motion carried: 6-0-1

**SUPERINTENDENT'S RECOMMENDATIONS**

Motion made by Mr. Lounsbury, second by Mrs. Fulmer to approve the following:

**PERSONNEL - PROFESSIONAL**

**Rescission of Employment**

The rescission of the offer of employment for Cody Vurgason. Mr. Vurgason was approved at the June 27, 2017 board meeting and was notified of the rescission of this job offer on August 10, 2017.

**Hire of 5<sup>th</sup> Grade Language Arts/Science Teacher**

The hire of Ms. Chelsea Abhau as the 5<sup>th</sup> grade language arts/science teacher effective September 1, 2017 for the 2017-2018 school year. Ms. Abhau will be placed on BA, Step 1, at a salary of \$51,863 with benefits per the negotiated agreement. (Pages 6225-6226)

Hire of Special Education Teacher

The hire of Mrs. Stephanie Owens as special education teacher effective September 1, 2017. Mrs. Owens will be placed on BA+15, Step 3, at a salary of \$55,208 with benefits as per the negotiated agreement. (Pages 6227-6228)

Workshop Participation

The following workshop participation:

Staff	Location	Workshop	Dates	Cost	Sub Cost	Mileage
Barbra Ledyard	Stockton College	What Schools Need to Know About 504 Plans	10/25/17	\$106.	None	Yes
Kristen Schell	West Trenton, NJ	New Superintendent Academy (required for new superintendents – must attend 6 of the 8 workshops offered)	9/18/17 10/17/17 11/16/17 12/11/17 1/10/18 2/21/18 3/20/18 4/18/18	See Below	None	Yes
Barbra Ledyard	Various	Leaders 2 Leaders	9/25/17 12/11/17 1/23/18 3/7/18	See Below	None	Yes
Shannon DuBois-Brody	Mount Laurel, NJ	Title I under ESSA Transportation Contracts & Bidding	10/10/17 2/15/18	\$100 Each	None	Yes

School Administrator-Superintendent Residency Program

Mrs. Kristin Schell's one year Residency Program through the N.J. School Association of School Administrators. The cost of this residency program is \$1,750 and will be paid by the Alloway Board of Education, as per Mrs. Schell's negotiated contract agreement. Included in the cost of this residency is the cost of Mrs. Scholl's mentor, registration for six workshops through the New Superintendent Academy and the NJASA Legal Publications subscription for one year.

School Administrator-Assistant Principal Residency Program

Mrs. Barbra Ledyard's two year Residency Program through the Foundation for Educational Administration (FEA) and NJ Leaders 2Leaders program. The cost of this residency program is \$3,300 and will be paid by the Alloway Board of Education, as per Mrs. Ledyard's negotiated contract. Included in the cost of this residency is the cost of Mrs. Ledyard's mentor (fee of \$2,500 paid directly to the mentor) and registration for six orientation and three cohort days through the Leaders2Leaders program.

**PERSONNEL – SUPPORT**

Resignation of Instructional Aide

The resignation of Amy Freas, instructional aide, effective August 14, 2017. Mrs. Freas has been an instructional aide at Alloway School for the past two years. (Page 6229)

Hire of Part Time Instructional Aide

The hire of Bethany Garrison as an instructional aide, effective September 1, 2017, at a salary of \$15,450 per year. Mrs. Garrison will work 5.75 hours per day, 181 days and will receive 10 sick and 2 personal days. There are no health benefits associated with this position. (Pages 6230-6231)

Resignation of SACC Worker

The resignation of Lori Thompson, SACC worker, effective August 31, 2017. Mrs. Thompson has been a SACC worker at Alloway School for the past three years. Mrs. Thompson will continue as an instructional aide substitute. (Page 6232)

**ROLL CALL VOTE:** YES: Mrs. Caltabiano, Mr. Dennison, Mr. Donohue, Mr. Dyer, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

Motion carried: 7-0-0

**OTHER BUSINESS**

Motion made by Mr. Lounsbury, second by Mr. Dyer to approve the following:

Mentoring Plan and Professional Development Plan

The 2017-2018 Mentoring Plan and the 2017-2018 Professional Development Plan. (Pages 6233-6250)

Professional Development

The following consultants for Professional Development Services in the 2017-2018 school year. The cost of these services will be covered under Alloway’s Title II-A grant.

Dr. Donna Agnew	ELA/Reading Specialist	\$5,000
Dr. Eric Milou/Dr. Sheldon Berman	Math Specialists	\$9,000

(Pages 6251-6255)

Field Trips

The following field trips for the 2017-2018 school year:

Date	# Students	Grade	Location	Teacher	Bus Cost
September, 2017	47	7	Camp Edge, Alloway, NJ	Mrs. Katz & Mrs. Rishel	\$200.00 Approx. (Paid by MAPSA)
September, 2017	40	8	Camp Edge, Alloway, NJ	Mr. Beck & Mrs. Dilks	\$200.00 Approx. (Paid by MAPSA)
September, 2017	36	K	Mood’s Farm Market	Mrs. Baehr & Ms. Leyman	\$200 approx

**ROLL CALL VOTE:** YES: Mrs. Caltabiano, Mr. Dennison, Mr. Donohue, Mr. Dyer, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris  
 Motion carried: 7-0-0

Motion made by Mr. Lounsbury, second by Mrs. Caltabiano to approve the following:

Policies for Approval

CODE	POLICY	STATUS
3542.45	Written Code of Conduct for Procurement	First Reading
3327	Relations with Vendors	Revision

(Pages 6256-6260)

**ROLL CALL VOTE:** YES: Mrs. Caltabiano, Mr. Dennison, Mr. Donohue, Mr. Dyer, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris  
 Motion carried: 7-0-0

**BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT**

**FINANCIAL**

Motion made by Mr. Lounsbury, second by Mrs. Caltabiano to approve the following:

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 July 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 July 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 July 31, 2017.

(Pages 6261-6271)

Cash Reconciliation Report

The Cash Reconciliation Report for the month of July, 2017.

(Page 6272)

Transfers

The transfers for the months of July and August, 2017.

(Page 6273)

Bills to be Paid

The Payroll and Agency for July, 2017 and bills list for August, 2017.

(Pages 6274-6276)

Out of District Tuition 2017-2018

The following out of district tuition agreements for the 2017-2018 school year:

Program	Student(s)	Tuition	1-1 Aide
SCSSSD – Salem Campus	IK	\$46,777	\$38,438 (IK only)
	AA	\$41,669	
SCSSSD-Daretown Campus	JD	\$48,633	None
Pinelands	JD	\$52,560	None
GCSSSD-Bankbridge	AD, CM	\$37,800 pp	\$39,960 (AD only)
Yale-Medford	TZ	\$49,100	\$34,200
Yale-Cherry Hill	CL	\$51,687	None

2017-2018 Bus Routes with GCSSSD for Out-of-District Transportation

Route Number	Destination	Students	Cost Per Day
Y1304	GCSSSD-Bankbridge	AD, CM	\$395.00/day* (10 students on route)
Y1314	Yale-Cherry Hill	CL	\$270.00* (4 students on route)=\$67.50/student
Y1177	Pinelands-Vineland	JD	\$49.00/day

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

Note: GCSSSD charges an additional 7% administrative fee in addition to the cost listed.

Commission for the Blind Contract

The 2017-2018 contract in the amount of \$1,900 with the Commission for the Blind and Visually Impaired, for one student attending Alloway School.

Copier Lease

Entering into a contract with Ricoh USA, Inc. for a 48 month lease for the following copiers under State Contract #A40467:

- MP5055SPG – CST copier
- MP5055SPG – Main Office copier

The lease payment will be \$400.16/month, which will cover the cost of both copiers. This will include all service, parts and labor, including up to 40,000 copies per month. Overages will be calculated based on quarterly meter reads on combined usage and will be billed at .0068/copy. This lease replaces the current main office copier lease that expired in September, 2016 and the CST copier lease which expires in August, 2017. The new lease costs approximately \$42 less per month than the 2 expiring leases, and we will get 16,000 additional copies per month on the new lease (current leases provide for 12,000 copies per month for each copier, for a total of 24,000 copies per month).

(Pages 6277-6278)

**ROLL CALL VOTE:** YES: Mrs. Caltabiano, Mr. Dennison, Mr. Donohue, Mr. Dyer, Mrs. Fulmer, Mr. Lounsbury, Mrs. Morris  
 Motion carried: 7-0-0

### SUPERINTENDENT DISCUSSION ITEMS/FYI

1. Review and discussion of Field Trip Policies #6153 and #6153.1 and Visitor Policies #1200 and #1250.
  - a. Mrs. Schell will write procedures to align with the policies.
2. School Improvement Team (SIT) Committee – will lead the work in laying the foundation for strategic planning. The committee will consist of parents, board members, staff and administrators.
3. School Opening – Building Readiness (Page 6279)
4. School Newsletter – to be sent out monthly. August newsletter emailed out 8-19-17 (Pages 6280-6282)
5. Security – Mrs. Schell will attend an all day workshop with the Dept. of Education on Safety and Security. She has also walked the school building with the State Police, a person from the Prosecutor’s Office and the fire chief.
6. Color Update – Mrs. Schell wants the building to ooze school pride. Mrs. Dawn Harding did painting over the summer and Mrs. Schell praised Dawn’s work.

### PRESIDENT’S REPORT

#### **COMMUNICATIONS TO THE BOARD**

1. Board Member petitions filed for the November election: Colleen Fulmer, Richard Morris, Michael Clarke, Richard Leyman and John Simpson for three open seats on the board. All seats are for three year terms.
2. Thank you note from Dr. Donna Agnew (Page 6283)

#### **OLD BUSINESS**

Mrs. Fulmer asked about the progress of having an option to pay for student lunch online. Mrs. Joyce responded that a new cafeteria Point of Sale system has been ordered for the 2017-18 year. This new system will allow parents to make payments online using “PaySchools”.

#### **NEW BUSINESS**

Board Self Evaluation – instructions emailed to all board members on August 11, 2017 for requested completion by September 8, 2017, with acceptance at the September Board meeting.

#### **COMMITTEE REPORTS**

1. Development of Board Goals – discussion whether full board should meet or instead approve the Long Range Ad Hoc Committee (Mrs. Fulmer, Mr. Dyer and Mr. Morris) to create board goals to recommend to the Board of Education. Superintendent goals to be developed following approval of board goals.
2. SACC Director’s Report – Summer SACC (Deanna Bowling) (Page 6284)
3. Woodstown-Pilesgrove Board of Education Highlights – July 27, 2017 – Mr. Morris (Page 6285)

**PUBLIC COMMENT - OPEN**

Mr. Harry Harding stated that the board seems cohesive now and he is happy that the board and administration are moving in the right direction.

**ADJOURNMENT**

Motion made by Mr. Lounsbury, second by Mrs. Fulmer, that there being no further business to be brought before the Board that the meeting be adjourned at 7:35 p.m.

**VOICE VOTE:** Unanimously approved

Motion carried: 7-0-0

Respectfully submitted,

Rebecca S. Joyce  
Business Administrator