

**ALLOWAY BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
February 26, 2019**

**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: Mr. Charles Angelus, Mr. Michael Clarke, Ms. Elizabeth Decktor, Mr. Philip Donohue, Mr. Joseph Fedora, Mrs. Colleen Fulmer, Mr. Jeffrey Hitchner, Mr. David Lounsbury, Mr. Richard Morris

**IV. EDUCATIONAL HIGHLIGHTS**

Red Wagon Award: Maryann Acton

Star Students: Alaina Raspa (Gr. 4 - nominated by Mrs. Wildermuth)

Lauren Hitchner (Gr. 8 - nominated by Mrs. Reinerth)

**V. 2018 AUDIT & PRESENTATION**

Deanna Roller, CPA, of Petroni & Associates will present the 2017-18 Audit

2018 Audit, Recommendations, Findings and Corrective Action Plan

The Board approves the June 30, 2018 audit and accepts the Comprehensive Annual Financial Report (CAFRA), audit synopsis, recommendations and findings for the 2017-2018 school year audit as presented and discussed. The Corrective Action Plan states that there were ***no audit recommendations*** as per the findings of the auditor.

Motion:\_\_\_ Second:\_\_\_ CA\_\_\_ MC\_\_\_ LD\_\_\_PD\_\_\_ JF\_\_\_ CF\_\_\_ JH\_\_\_ DL\_\_\_ RM\_\_\_

**VI. 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
- 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: \_\_\_\_\_

**VII. RESUME PUBLIC PORTION**

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

**VIII. PUBLIC COMMENT**

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

**IX. APPROVAL OF MINUTES**

The Superintendent and the Business Administrator recommend the Board approve the regular and executive session minutes of January 22, 2019 as submitted by the Board Secretary.

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

**X. SUPERINTENDENT'S RECOMMENDATIONS**

**A. PERSONNEL - PROFESSIONAL**

1. Workshop Participation

The Board approve the following workshop participation:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
Jeff Podolski	Cherry Hill NJ	<u>Social Media, Schools and the Law</u>	4/5/19	\$75.00	0	yes
Kristin Schell	Rowan Univ.	Four Phases of Guided Reading	2/27/19	0	0	yes
Deanna Bowling	Delsea Reg. HS Franklinville NJ	OnCourse Summit	2/26/19	0	0	no
Shannon DuBois-Brody	Atlantic City	57th Annual NJASBO Conference	June 5, 6, & 7, 2019	\$275.00	n/a	no

**B. PERSONNEL - SUPPORT**

1. Employment - Substitute

The Board approve the employment of Jamie Munyon as a substitute teacher at the rate of \$90/day for the remainder of the 2018-2019 school year.

2. Employment-Part-Time Night Custodian

The Board approve the employment of Tammy Mathews-Singh as part-time night custodian, effective February 25, 2019 through June 30, 2019, \$11.00 per hour with a prorated annual salary of \$4,986.64. No health benefits.

3. Employment-Substitute Custodian

The Board approve the employment of Sharon May as a substitute custodian at the rate of \$10/hour for the remainder of the 2018-2019 school year.

4. Grant Salary Allocation 2018-19 - Revised

The Board approve the revised 2018-2019 grant salary allocations for Title I, Title IIA and IDEA grant funds.

5. Substitute Certificates for Classroom Aides

The Board approve reimbursing Instructional Aides, currently employed at Alloway School with 60 credits, for the cost of a substitute teacher certificate. The cost of each certificate is \$125.00 and valid for five years.

Motion:\_\_\_ Second:\_\_\_ CA\_\_\_ MC\_\_\_ LD\_\_\_PD\_\_\_ JF\_\_\_ CF\_\_\_ JH\_\_\_ DL\_\_\_ RM\_\_\_

**C. OTHER BUSINESS**

1. HIB Report - Approval

The Board approve the Superintendent's monthly Harassment, Intimidation and Bullying Report for January 2019 as presented:

HIB Investigations:

Reported: 0  
 Completed: 0  
 Number of incidents ruled as Harassment, Intimidation or Bullying: 0  
 Number of incidents ruled as not falling under the HIB provisions: 0

2. HIB Report - Acknowledgement

The Board acknowledge the Superintendent's monthly Harassment, Intimidation and Bullying Report for February 2019 as presented:

HIB Investigations:

Reported: 1  
 Completed: 1  
 Number of incidents ruled as Harassment, Intimidation or Bullying: 1  
 Number of incidents ruled as not falling under the HIB provisions: 0

3. Policy Revisions

The Board approve the following policies on first and second readings:

Code	Policy	Status
<u>4111.3/4211.3</u>	Domestic Violence	2nd Reading-Adopt
<u>4131</u>	Staff Development	Revision
<u>5111.5</u>	Evaluation and Placement Upon Entrance	Revision
<u>5123</u>	Acceleration	Revision
<u>5141.2</u>	Students: Illness	Review
<u>6010.3</u>	Special Education Students and	Delete

	the HSPA	
<u>6142.6</u>	Basic Skills Curriculum	Revision
<u>6146</u>	Graduation Requirements	Revision
<u>6171</u>	Special Education Programs	Revision
<u>6171.6</u>	Special Education Medicaid Program	Review
<u>6173</u>	Home Instruction	Revision
<u>6310.1</u>	Determining Eligibility for Pupils to be Classified	Review

4. Request for Use of Facilities

The Board approve the request from Wistarburg Ruritan Club for use of the school's playground on June 8, 2019 for the annual Community Day.

5. Approval of Revised 2018-2019 School Calendar

The Board approve the revised 2018-2019 Alloway School Calendar. School will now be in session on Tuesday, April 23, 2019 to make up the February 20, 2019 snow day. The last day of school, Friday, June 14, 2019, remains unchanged.

6. Approval of the 2019-2020 School Calendar

The Board approve the school calendar for the 2019-2020 school year.

7. Donation Acceptance

The Board appreciates and accepts the following donations:

- Five microscopes for the Middle School Science Lab from the PTA
- Two Flex-Space Comfy Floor Seats and two Stools for Mrs. Mortimer's classroom from DonorsChoose.org.

8. Field Trips

The Board approve the following field trip for the 2018-2019 school year:

Date	Grade	Location	Teacher	Sub Cost	Bus Cost
1/8/19	various	Pittsgrove Middle School	Wildermuth	\$90	\$125.00

Motion:\_\_\_ Second:\_\_\_ CA\_\_\_ MC\_\_\_ LD\_\_\_ PD\_\_\_ JF\_\_\_ CF\_\_\_ JH\_\_\_ DL\_\_\_ RM\_\_\_

## XI. 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 **January 31, 2019** 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 **January 31, 2019**, 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 **January 31, 2019**.

#### 2. Cash Reconciliation Report

The Board approve the cash reconciliation report for the month of January, 2019.

#### 3. Transfers

The Board approve the transfers for the months of January and February, 2019.

#### 4. Bills to be Paid

The Board approve payroll and agency for January, 2019, and bills list for February, 2019.

#### 5. S.E.M.I. Waiver 2019-20

The Board approves the Resolution as presented:

#### RESOLUTION

#### Waiver Requirements

#### Special Education Medicaid Initiative (SEMI) Program

Whereas, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-20 school year within 45 days of the budget submission due date, and

Whereas , the Alloway Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students, 13 to be exact,

Now Therefore Be It Resolved , that the Alloway Township Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Salem an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2019-20 school year.

6. GCSSSD - Transportation

The Board approve Route Y1309 through Gloucester County Special Services for transportation services from/to Pennsville to/from the Daretown School at a cost of \$23.17 per day for one Alloway student (SID#4917809583), effective February 4, 2019 through June 30, 2019.

7. ESEA 2018-19 Title I Amendment

The Board approve the submission of the ESEA Title I Amendment in the amount of \$1,821.00 to transfer funds from 20-231-100-101C (Tutoring Center - Teacher Stipends) to 20-231-100-106 (Basic Skills Aides).

8. IDEA 2018-19 Amendment

The Board approve the submission of the IDEA Amendment in the amount of \$3,000.00 to transfer funds from 20-250-200-100 (CST Secretary) to 20-250-100-300 (Purchase Instructional Services) and \$229.50 from 20-250-200-200 (FICA - CST Secretary) to 20-250-100-300 (Purchase Instructional Services), for a total transfer of \$3,229.50.

Motion:\_\_\_ Second:\_\_\_ CA\_\_\_ MC\_\_\_ LD\_\_\_ PD\_\_\_ JF\_\_\_ CF\_\_\_ JH\_\_\_ DL\_\_\_ RM\_\_\_

**XII. SUPERINTENDENT DISCUSSION ITEMS/FYI**

1. Monthly reported information: Enrollment - 358; Fire Drill - 1/8/19; Security Drill- 1/29/19; Suspensions for January, 2019 - 1 Internal
2. Monthly School Nurse Report-January 2019
3. School Newsletter "All About Alloway" Winter edition
4. Alyssa's Law
5. Mid-Year Budget Review 2018-19
6. Community Planning Night

### **XIII. PRESIDENT'S REPORT**

#### **A. COMMUNICATIONS TO THE BOARD**

1. Letter to Elmer Door Company-M. DeHart
2. Salem County Department of Education-Approval of SEMI waiver for 2019-20
3. SCSBA-8th Grade Dialogue & Reception-March 20, 2019 at Woodstown Middle School. Mrs. Schell and Mrs. Gioielli will attend, along with 8th grade student and Student Council President, Evelyn Spencer, who will represent Alloway School. Please notify the board office if you wish to attend.
4. NJSBA Regional Training, March 23, 2019; "Effective Communication; Words and Body Language Matter"- contact board office for registration.
5. Letter from NJDOE OFAC RE: Title I Audit Repayment
6. Letter from NJDOE OFAC RE: Title I Audit CAP Approval
7. Quad District Art Show

#### **B. OLD BUSINESS**

#### **C. NEW BUSINESS**

1. Board Member Mandated Online Training Now Available through NJSBA  
Governance I - Fedora, Hitchner, Angelus - See 2/15/19 email

#### **D. COMMITTEE REPORTS**

1. Woodstown-Pilesgrove board notes from 1-24-19 board meeting-Mr. Morris
2. Finance Committee - Schedule Meeting
3. Property Committee - Schedule Meeting

#### **E. FYI - FUTURE DISTRICT EVENTS**

1. March 1st - Semi-Formal Dance (grades 6-8)
2. March 5th - PTA Meeting
3. March 13th - Midway Meals (Joe's Pizza) - PTA Sponsored Event
4. March 15th - School Closed

### **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: \_\_\_\_\_