

**ALLOWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA
June 25, 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. OATH OF OFFICE

The Board Secretary will issue the Oath of Office to newly appointed board member, Mrs. Elizabeth Cavallero. Mrs. Cavallero is filling the vacancy left by the resignation of Michael Clarke.

IV. ROLL CALL OF MEMBERS

Board Secretary will roll call the attendance: Mr. Charles Angelus, Mrs. Elizabeth Cavallero, Ms. Elizabeth Decktor, Mr. Philip Donohue, Mr. Joseph Fedora, Mrs. Colleen Fulmer, Mr. Jeffrey Hitchner, Mr. David Lounsbury, Mr. Richard Morris

V. EDUCATIONAL HIGHLIGHT/SPECIAL PRESENTATION

Presentation of Academic League

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 meeting minutes of May 28, 2019 as submitted by the Board Secretary.

Motion:_____ Second:_____ #Yes:_____ #No:_____ #Abstain_____

VIII. SUPERINTENDENT'S RECOMMENDATIONS

The Superintendent recommends that:

A. PERSONNEL - PROFESSIONAL

1. Workshop Participation

The Board approve the following workshop participation:

Staff	Location	Workshop	Date(s)	Cost	Sub Cost	Mileage
Kristin Schell	LRC @ Rowan University	<u>Make It Monday</u>	July 1,8,15,29 Aug. 5,12	\$0	\$0	yes

Motion:___ Second:___ CA ___ EC ___ ED ___ PD ___ JF ___ CF ___ JH ___ DL ___ RM ___

B. PERSONNEL - SUPPORT

1. Resignation of Instructional Aide

The Board accept, with regret, the resignation of Alyson Gilmore, instructional aide for the 2019-20 school year.

2. Employment - Substitute/Summer Custodians

The Board approve the employment of the following individuals as substitute/summer custodians at a rate of \$12.00 per hour:

- a. Zachary Feron (employed as an instructional aide during the school year).
- b. Kaite Handte (employed as a SACC worker during the school year).
- c. Susan Beal (employed as substitute custodian/maintenance in 2018-2019)
- d. Tammy Mathews-Singh (employed as part-time custodian in 2018-2019)

3. Medical Leave of Absence

The Board approve the request for a medical leave of absence from Barbara Rishel, Main Office Secretary, effective July 1, 2019 for approximately eight to 12 weeks utilizing sick days.

4. Authorization to Advertise

The Board authorize the advertisement for part-time shared business services board clerk to replace the vacancy left by termination of the previous clerk. The position is completely funded by Lower Alloways Creek and Elsinboro shared business services funds and is currently being filled by a long term substitute and in-house employees.

Motion:___ Second:___ CA ___ EC ___ ED ___ 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 May 2019 as presented:

HIB Investigations

Reported - 0

Completed - 0

of incidents ruled as HIB - 0

of incidents ruled as not falling under HIB - 0

2. HIB Report - Acknowledgement

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

HIB Investigations

Reported - 0

Completed - 0

of incidents ruled as HIB - 0

of incidents ruled as not falling under HIB - 0

3. Approval of Comprehensive Equity Plan

The Board approve the 3 year Comprehensive Equity Plan for 2019-2020 through 2021-2022.

4. 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 2019-2020 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.

5. Student Safety Data System Report

The Board approve the end of school year 2018-19 Student Safety Data System Report noting there were four (4) alleged incidents of HIB that were investigated during the 2018-19 school year. Three (3) of the alleged incidents were confirmed incidents of HIB.

6. Special Education Annual Public Reporting of Local District Performance

The Board approve the Special Education Annual Public Report for the 2017-18 school year.

7. Textbooks/Items for Disposal

The Board approve the following textbooks/items for disposal. Any textbook less than 10 years old will be listed on the NJ Textbook Sharing website as required.

Title	Author	Publication Year	ISBN #	Condition	QTY
Health Skills for Wellness	Prentice Hall	1999	0-13-424920-8	Good	17
Totally Awesome Health	Meeks Heit	1999	1-886693-86-2	Good	32

Totally Awesome Health - Teacher's Edition	Meeks Heit	1999	1-58210-044-6	Good	1
Spanish Level 1	Holt Reinhart & Winston Publishing	2000	0-03-052074-6	Good	54
Spanish Level 1 Grammar & Vocabulary Workbook	Holt Reinhart & Winston Publishing	2000	0-03-0526787-7	Fair	3
Spanish Level 1 Practice & Activity Book	Holt Reinhart & Winston Publishing	2000	0-04-052742-7	Good	32
Spanish English Dictionary	Merriam Webster, Inc.	1998	814-13-00599	Fair	15
Spanish English Dictionary	Merriam Webster, Inc.	2003	0-87779-165-1	Excellent	31
Treasures - Grade 2 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-201731-6	Good	25
Treasures - Grade 2 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-201732-3	Good	25
Treasures - Grade 2 (plus Teacher's Edition)	McGraw Hill	2011	978-02-201732-3	Good/Fair	19
Treasures - Grade 2 (plus Teacher's Edition)	McGraw Hill	2011	978-0-02-201731-6	Good/Fair	22
Treasures - Language Arts/Reading Grade 3, Book 1 (plus Teacher's Edition)	Macmillian/McGraw-Hill	2011	978-0-02-201733-0	Good	50
Treasures - Language Arts/Reading Grade 3, Book 2 (plus Teacher's Edition)	Macmillian/McGraw-Hill	2011	978-0-02-201734-7	Good	50
Treasures 1.1 - Grade 1 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-201725-5	Good	25
Treasures 1.2 - Grade 1 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-201726-2	Good	25
Treasures 1.3 - Grade 1 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-201727-9	Good	21
Treasures 1.4 - Grade 1 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-201728-6	Good	24
Treasures 1.5 - Grade 1 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-201729-3	Good	23
Treasures 1.6 - Grade 1 (plus Teacher's Edition)	Macmillian/McGraw Hill	2011	978-0-02-206154-8	Good	22
Human Body Systems	Glencoe Science	2005	0-07-861-743-4	Used	34
Ecology	Glencoe Science	2002	0-07-825588-0	Like New	2
Ecology	Glencoe Science	2005	0-07-861746-4	Used	60
From Bacteria to Plants	Glencoe Science	2005	0-07-861737-5	Used	60
Animal Diversity	Glencoe Science	2005	0-07-861-740-5	Used	63

Life Structure & Function	Glencoe Science	2005	0-07-861734-0	Like New	60
The Air Around You	Glencoe Science	2002	0-07-825546-5	Like New	1
Electricity & Magnetism	Glencoe Science	2005	0-07-861773-1	Gently Used	29
Electricity & Magnetism	Glencoe Science	2005	0-07-825619-4	Like New	1
The Animal World, The Planet Earth, The Human Body, The Plant World, Physics Today, The Heavens, Chemistry Today	World Book Encyclopedia of Science	1986	unknown	Used	1 each
From Bacteria to Plants	Prentice Hall Science Explorer	2002	0-13-054057-9	Like New	1
Animals	Prentice Hall Science Explorer	2002	0-13-054061-7	Like New	1
Cells & Heredity	Prentice Hall Science Explorer	2002	0-13-054064-1	Like New	1
Environmental Science	Prentice Hall Science Explorer	2002	0-13-054071-4	Like New	2
Inside Earth	Prentice Hall Science Explorer	2002	0-13-054075-7	Like New	1
Earth's Changing Surface	Prentice Hall Science Explorer	2002	0-13-054078-1	Like New	1
Earths Waters	Prentice Hall Science Explorer	2002	0-13-0540824	Like New	1
Astronomy	Prentice Hall	2002	0-13-054088-9	Like New	1
Chemical Building Blocks	Prentice Hall	2002	0-13-054091-9	Like New	1
Chemical Interactions	Prentice Hall	2002	0-13-054094-3	Like New	1
Motion Forces & Energy	Prentice Hall	2002	0-13-054097-8	Like New	1
Sound & Light	Prentice Hall	2002	0-13-054103-6	Like New	1
Electricity & Magnetism	Prentice Hall	2002	0-13-054101-4	Like New	1
TI-30XA Calculators				No Longer Function	33
TI-30X Calculators				No Longer Function	4

8. HIB Grade Report 2017-2018

The Board approve the NJDOE HIB official release of grade data for the 2017-2018 school year.

9. Board Self Evaluation 2018-2019

The Board approve the 2018-2019 Board Self Evaluation as compiled by the New Jersey School Board Association.

10. BOE Committee Assignments & Appointments - Revised

The Board approve the revised Board of Education Committee Assignments and Appointments for 2019.

Motion:___ Second:___ CA ___ EC ___ ED ___ PD ___ JF ___ CF ___ JH ___ 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 May 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 May 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 May 31, 2019.

2. Cash Reconciliation Report

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

3. Transfers

The Board approve the transfers for the months of May and June, 2019.

4. Bills to be Paid

The Board approve payroll and agency for May, and bills list for June, 2019. 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 2019 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. 2019-2020 Grant Funds

The Board approve applying for the following grants for the 2019-20 school year:

IDEA PreSchool	\$ 3,711
IDEA Basic	\$ <u>94,890</u>
Total	\$ 98,601 (increase of \$488 from 2018-19)

ESEA:	
Title I, Part A	\$ 98,730
Title I, Part D	\$ 19,716
Title IIA	\$ 21,500
Title IV	\$ 10,000
Total	\$149,946 (increase of \$3,795 from 2018-19)

6. Acceptance of Donations

The Board accept the classroom carpet donation through DonorsChoose.org for Mrs. Action, First Grade.

7. ESY Out of District Transportation

The Board approve the renewal of the following transportation routes with GCSSSD for 2019 Summer/ESY Transportation. A 7% administrative fee is charged by GCSSSD in addition to the prices shown.

Route Number	Destination	Student	Cost
SS508	Yale - Medford	8016505382	\$281.00/day
SS412	GCSSSD-Bankbridge	1992290194 & 9245456756	\$429.01/day*
SS513	Yale - Cherry Hill	6201980707	\$290.00/day
SS491	ECLC	5612475181	\$246.00/day*
SS492	Woodstown & Vineland	6207902789	\$222.00/day

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

8. 2019-20 Professional Educational Services Contracts

The Board approve the following vendors to provide educational and nursing services on an as needed basis for the 2019-20 school year:

Bayada Nursing Services-substitute RN nursing services	\$49/hour
Professional Educational Services, Inc (homebound or hospital instruction)	\$30/hour
Learn Well Education, Inc (homebound or hospital instruction)	\$51.50/hour
Ark Educational Services (virtual homebound instruction)	\$30/hour

9. 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).

10. Occupational Therapy Services 2019-2020

The Board approve entering into agreement with Professional Therapy Services, LLC, for providing Occupational Therapy Services to students, per I.E.P., for 2019-2020 school year at \$73 per hour up to 10 hours per week including direct, indirect, consultations, screenings and administrative services.

11. Annual Temporary Facilities Approval for 2019-20 SY
The Board approve the Annual Temporary Facilities Approval for the 2019-2020 School Year.
12. Out-of-District ESY 2019 Placements
The Board approve the following Extended School Year Placements and contracts for ESY 2019:

Placement	SID#	Dates	Tuition Cost	Additional Costs
Woodstown ECLC	5612475181	7/1/19 - 7/25/19 (Mon - Thurs)	\$2,500	Transportation
Woodstown ECLC & Job Sites in Woodstown	6207902789	7/1/19 - 7/25/19 (Mon - Thurs)	\$2,500	1:1 aide Transportation
Martial Arts Academy	6207902789	7/1/19 - 7/25/19 (Mon - Thurs)	TBD	1:1 aide Transportation
Upper Pittsgrove School	9435131520	7/29/19 - 8/22/19 (Mon - Thurs)	\$1,700	Speech/OT Parent Providing Transportation

13. Out of District Placement Contract
The Board approve the out-of-district tuition and residential contract for the 2019-20 ESY and SY as presented below:

SID#	Placement	Total Cost
7843210757	Melmark	\$421,132

14. 2019-2020 Placement
The Board approve the enrollment of one Alloway resident student (SID# 9342283359) into the Gloucester County Institute of Technology School of Dance for the 2019-2020 school year at a total tuition cost of \$7,893.00. Transportation will be provided by the parents. This is non-precedent setting.
15. Technology Services 2019-2020
The Board approve the 2019-2020 contract with Education Technology Professionals for technology services at a cost of \$20,000 for regularly scheduled services.

Motion:___ Second:___ CA ___ EC ___ ED ___ PD ___ JF ___ CF ___ JH ___ DL ___ RM ___

X. SUPERINTENDENT DISCUSSION ITEMS/FYI

1. Enrollment - June 2019 - 352
2. Fire Drills - May 28, 2019
3. Security Drills - May 30, 2019 (Lockdown)
4. Suspensions - May, 2019: 3 - External Suspensions; 5 - Internal Suspensions
5. Monthly School Nurse Report
6. Gymnasium Floor Update
7. July board meeting-keep at 7/23/2019?

XI. PRESIDENT'S REPORT

A. COMMUNICATIONS TO THE BOARD

B. OLD BUSINESS

C. NEW BUSINESS

D. COMMITTEE REPORTS

XII. 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.
3. When recognized by the Board President, state your full name and address.
4. Identify the 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.
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XIII. 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:_____

XIV. RESUME PUBLIC PORTION

Motion:_____Second:_____ Time:_____ #Yes:_____ #No:_____

XV. MOTIONS AFTER CLOSED SESSION

1. Superintendent Evaluation

The Board approve the Superintendent's 2018-2019 evaluation for Mrs. Kristin Schell, Superintendent, as presented and discussed in closed session.

Motion:___ Second:___ CA ___ EC ___ ED ___ PD ___ JF ___ CF ___ JH ___ DL ___ RM ___

2. Settlement Agreement

The Board approve the Settlement Agreement and Mutual Release SLM-L-006-19, dated June 25, 2019.

Motion:___ Second:___ CA ___ EC ___ ED ___ PD ___ JF ___ CF ___ JH ___ DL ___ RM ___

XVI. 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:_____