

Alloway Board of Education Regular Meeting Minutes - June 25, 2019

CALL TO ORDER

The regular meeting of the Alloway Township Board of Education was called to order by Mr. Richard Morris, on Tuesday, June 25, 2019 at 6:30 p.m. in the Gereau Library of the Alloway Township School.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

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.

PLEDGE TO THE FLAG

Mr. Richard Morris led the group in the pledge to the flag.

OATH OF OFFICE

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

ROLL CALL OF MEMBERS

Members present: Mr. Charles Angelus, Mrs. Elizabeth Cavallaro, Ms. Elizabeth Decktor, Mr. Philip Donohue, Mr. Joseph Fedora, Mrs. Colleen Fulmer, Mr. Jeffrey Hitchner, Mr. Richard Morris

Members absent: Mr. David Lounsbury

Also in attendance: Mrs. Kristin Schell, Superintendent and Mrs. Shannon DuBois-Brody, Business Administrator/Board Secretary and Mr. William (Bill) Morlock, Board Solicitor.

EDUCATIONAL HIGHLIGHT/SPECIAL PRESENTATION

Ms. Schell and Mrs. Wildermuth, Academic League Advisor, along with six of Alloway School's Academic League team members presented a summary of its successful year and provided insight into its first place win at the Salem County championship competition and taking home the trophy. The Academic League was praised for a job well done!

PUBLIC COMMENT - AGENDA ITEMS ONLY

None

APPROVAL OF MINUTES

Motion made by Mr. Donohue, second by Mrs. Fulmer to approve the regular and executive session meeting minutes of May 28, 2019 as submitted by the Board Secretary.

VOICE VOTE: Unanimously approved

Motion carried: 8-0-0

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SUPERINTENDENT'S RECOMMENDATIONS

PERSONNEL - PROFESSIONAL

Motion made by Mr. Donohue, second by Mr. Fedora to approve the following as recommended by the Superintendent:

Workshop Participation

The following workshop participation:

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

ROLL CALL VOTE: YES: Mr. Angelus, Mrs. Cavallaro, Ms. Decktor, Mr. Donohue, Mr. Fedora, Mrs. Fulmer, Mr. Hitchner, Mr. Morris

Motion carried: 8-0-0

PERSONNEL - SUPPORT

Motion made by Mrs. Fulmer, second by Mr. Donohue to approve the following as recommended by the Superintendent:

Resignation of Instructional Aide

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

Employment - Substitute/Summer Custodians

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)

Medical Leave of Absence

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.

Authorization to Advertise

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.

ROLL CALL VOTE: YES: Mr. Angelus, Mrs. Cavallaro, Ms. Decktor, Mr. Donohue, Mr. Fedora, Mrs. Fulmer, Mr. Hitchner, Mr. Morris

Motion carried: 8-0-0

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OTHER BUSINESS

Motion made by Mr. Donohue, second by Ms. Decktor to approve the following as recommended by the Superintendent:

HIB Report - Approval

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

HIB Report - Acknowledgement

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

Approval of Comprehensive Equity Plan

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

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

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.

Student Safety Data System Report

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.

Special Education Annual Public Reporting of Local District Performance

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

Textbooks/Items for Disposal

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

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Totally Awesome Health - Teacher's Edition	Meeks Heit	1999	1-58210-044-6	Good	1
Spanish Level 1	Holt Reinehart & Winston Publishing	2000	0-03-052074-6	Good	54
Spanish Level 1 Grammar & Vocabulary Workbook	Holt Reinehart & Winston Publishing	2000	0-03-0526787-7	Fair	3
Spanish Level 1 Practice & Activity Book	Holt Reinehart & 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 (puls 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

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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

HIB Grade Report 2017-2018

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

Board Self Evaluation 2018-2019

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

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BOE Committee Assignments & Appointments - Revised

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

Discussion: Ms. Decktor inquired about the DARE program and other programs provided at the school, as well as providing an evening program for the parents. Ms. Schell stated she would look into it. Ms. Decktor asked about an environmentally friendly means of disposing of the textbooks. Mr. Donohue inquired about the 3 year CEP. Ms. Schell stated that it was updated. Mr. Morris reviewed the Board Self Evaluation.

ROLL CALL VOTE: YES: Mr. Angelus, Mrs. Cavallaro, Ms. Decktor, Mr. Donohue, Mr. Fedora, Mrs. Fulmer, Mr. Hitchner, Mr. Morris

Motion carried: 8-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

Motion made by Mr. Donohue, second by Ms. Decktor to approve the following:

FINANCIAL

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.

Cash Reconciliation Report

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

Transfers

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

Bills to be Paid

The 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.

ABSTAIN: ANGELUS

Motion carried: 7-0-1

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2019-2020 Grant Funds

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	<u>\$ 10,000</u>
Total	\$149,946 (increase of \$3,795 from 2018-19)

Acceptance of Donations

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

ESY Out of District Transportation

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
SS412	GCSSSD-Bankbridge	1992290194 & 9245456756	\$429.01/day*
SS513	Yale - Cherry Hill	6201980707	\$290.00/day
SS492	ECLC & Vineland	6207902789 & 5612475181	\$222.00/day + mileage

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

2019-20 Professional Educational Services Contracts

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
Wright Choice for Home Health Care, LLC (sub RN nursing services)	\$51.00/hour

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).

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Occupational Therapy Services 2019-2020

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.

Annual Temporary Facilities Approval for 2019-20 SY

The Annual Temporary Facilities Approval for the 2019-2020 School Year.

Out-of-District ESY 2019 Placements

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

Out of District Placement Contract

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

2019-2020 Placement

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.

Technology Services 2019-2020

The 2019-2020 contract with Education Technology Professionals for technology services at a cost of \$20,000 for regularly scheduled services.

Lunch Prices 2019-2020

The following lunch prices for the 2019-2020 school year:

STUDENTS

PreK Snack	\$0.50	10 cent increase*
PreK Milk	\$0.35	No increase
Student Lunch (K-8)	\$2.90	10 cent increase*

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Student Salad (w/ lunch components)	\$2.90	10 cent increase*
Student Lunch - Reduced Eligibility	\$0.40	
Main Entree (w/o lunch)	\$2.50	
Extra Entree (w/ lunch)	\$2.00	
Milk/Juice	\$0.60	
Ice Cream, Chips, Cookies, Snacks	\$0.30 - \$1.10	

*Includes a **STATE MANDATED** increase over 2018-2019 for student meals.

STAFF

Staff Lunch (including large salad)	\$4.75
Staff Large Salad Only	\$4.25
Staff Small Salad	\$3.00
Milk	\$0.60
Bottled Water (8 oz) or Ice Tea	\$0.50

In-House Transportation - ESY

The 2019 Extended School Year in-house transportation route ESY-1 to the YALE School - Medford, effective July 8, 2019 through August 16, 2019 (M-F).

Agreement GCSSSD Professional Services

The 2019-2020 Agreement for Professional Services with the Gloucester County Special Services School District as per the attached.

ROLL CALL VOTE: YES: Mr. Angelus (*except bills list*), Mrs. Cavallaro, Ms. Decktor, Mr. Donohue, Mr. Fedora, Mrs. Fulmer, Mr. Hitchner, Mr. Morris

NO: None

ABSTAIN: Mr. Angelus (Bills List - see above)

Motion carried: 8-0-0

Bills List Motion carried: 7-0-1

SUPERINTENDENT DISCUSSION ITEMS/FYI

Enrollment - June 2019 - 352

Fire Drills - May 28, 2019

Security Drills - May 30, 2019 (Lockdown)

Suspensions - May, 2019: 3 - External Suspensions; 5 - Internal Suspensions

Monthly School Nurse Report

Gymnasium Floor Update

July board meeting-keep at 7/23/2019?

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HIB Programs - Assemblies, Presentations, Programs, Class Lessons, Week Programs
Special Education Public Report 2017-2018; 14 indicators, 8 applied to Alloway; 6 met, 2 did not

PRESIDENT'S REPORT

COMMUNICATIONS TO THE BOARD

NJSBA Summer Leadership Series - Please contact the Board Office if you wish to attend

OLD BUSINESS

Updated Board Member Directory

Updated 2019 Meeting Schedule

Nominating Petitions Due to county clerk by July 29, 2019 @ 4 pm

NEW BUSINESS

None

COMMITTEE REPORTS

None

PUBLIC COMMENT - OPEN

Warren Morgan, 33 North Greenwich Street, Welcomed Mrs. Cavallaro to the Board and thanked the School, Board, and Administration for all their hard work as it was very much appreciated.

Michael DeHart, 34 West Main Street, inquired about the books being disposed of and criteria for disposal. He also inquired about the Spanish program and if it was being eliminated. Ms. Schell stated the Spanish program was not being eliminated and it utilizes an organic curriculum, online and other materials. The Spanish books being disposed of are very old and not utilized.

EXECUTIVE SESSION

Motion made by Mr. Donohue, second by Mr. Angelus, that the Board enter into Executive Session by Resolution at 7:13 p.m. from which the general public will be excluded.

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 Township 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 the conclusion of closed session, at approximately 9:24 p.m.. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Alloway Township School District will go into closed session for the following reason as outlined in N.J.S.A. 10:4-12:

**Litigation, contract negotiations, or attorney-client privilege
Personnel matters - Superintendent Evaluation**

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

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shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

VOICE VOTE: Unanimously approved

Motion carried: 8-0-0

7:54 p.m. Mr. Morlock was excused from the meeting

8:43 p.m. Mr. Hitchner excused himself from the meeting

RESUME PUBLIC PORTION

Motion made by Mr. Angelus, second by Mrs. Fulmer to return to the public portion of the meeting at 9:24 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 7-0-0

MOTIONS AFTER CLOSED SESSION

Superintendent Evaluation

Motion made by Mr. Angelus, second by Mr. Fedors to approve the Superintendent's 2018-2019 evaluation for Mrs. Kristin Schell, Superintendent, as presented and discussed in closed session.

ROLL CALL VOTE: YES: Mr. Angelus, Mrs. Cavallaro, Ms. Decktor, Mr. Donohue, Mr. Fedora, Mrs. Fulmer, Mr. Morris

Motion carried: 7-0-0

Settlement Agreement

Motion made by Mr. Angelus, second by Ms. Decktor to approve the Settlement Agreement and Mutual Release SLM-L-006-19, dated June 25, 2019.

ROLL CALL VOTE: YES: Mr. Angelus, Mrs. Cavallaro, Ms. Decktor, Mr. Donohue, Mr. Fedora, Mrs. Fulmer, Mr. Morris

Motion carried: 7-0-0

ADJOURNMENT

Motion made by Mrs. Fulmer, second by Mr. Angelus that there being no further business to be brought before the board that the meeting be adjourned at 9:26 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 7-0-0