

**ALLOWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA
December 17, 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 the Open Public Meeting Act, Chapter 231, Public Law 1975, 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. Chuck Angelus, Mrs. Elizabeth Cavallaro, Ms. Elizabeth Decktor, Mr. Philip Donohue, Mr. Joseph Fedora, Mrs. Colleen Fulmer, Mr. Jeffrey Hitchner, Mr. David Lounsbury, Mr. Richard Morris

IV. RECOGNITION OF SERVICE

The Board will recognize outgoing board members Mrs. Cavallaro, Mr. Donohue and Mr. Lounsbury for their service.

V. 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. 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 session minutes and executive session minutes of November 26, 2019 and December 9, 2019 as submitted by the Board Secretary.

Motion: _____ Second: _____ #Yes: _____ #No: _____ #Abstain _____

VII. SUPERINTENDENT'S RECOMMENDATIONS

The Superintendent recommends the following:

A. PERSONNEL - PROFESSIONAL

1. Workshop Participation

The Board approve the participation in the following workshops:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
Brittany Chan	Mt. Laurel NJ	Co-Teaching Strategies	1/28/20	\$279	\$90	yes
Stephanie Owens	Rowan Univ	Easy Ways to Engage Students during storytime	2/24/20	\$0	\$90	yes
Amber Hann	Rowan Univ	Modification of General Education Curriculum for Students with Disabilities Workshop	5/5/20	\$0	\$0	yes
Amber Hann	Rowan Univ	Strength Based IEP Writing Workshop	2/11/20	\$0	\$0	yes
Maria Bellia	Rowan Univ	Strength-based IEP Writing	2/11/20	\$0	\$0	yes
Meghan Taylor	Rowan Univ	Strength-based IEP Writing	2/11/20	\$0	\$0	yes
Jeff Podolski	Rowan Univ.	Data Workshop	12/12/19	\$0	\$0	yes
Shannon DuBois-Brody	The Training Center	Black Seal Low-Pressure Boiler Operator	1/9/20, 1/23/20, 2/6/20, 2/20/20 (evening classes)	\$550	\$0	no

2. Employment of Interim Superintendent

The Board approve the employment of Steven C. Crispin as Interim Superintendent of Alloway Township School District, effective January 1, 2020 through June 30, 2020. Mr. Crispin will work up to four full days per week at the rate of \$500.00 per day. There are no other benefits associated with this contract. Mr. Crispin's contract has been approved by the Salem County Office of Education.

3. Resolution 2019-12 Acting Administrator

**RESOLUTION No. 2019-12
Approval of Acting Administrator**

WHEREAS, the Alloway Township Board of Education's Superintendent has resigned from her position with her last day of employment being December 20, 2019, and

WHEREAS, the Alloway Township Board of Education must fill the position of Superintendent immediately, and

WHEREAS, no other administrator in the District is properly certified to hold the position of Superintendent, and

WHEREAS, pursuant to N.J.A.C. 6A:9B-13.1, the Alloway Township Board of Education wishes to appoint Shannon N. DuBois-Brody, School Business Administrator, to the position of Superintendent in an acting capacity effective December 21, 2019 through December 31, 2019 with no additional compensation, and

WHEREAS, the Alloway Township Board of Education's Interim Superintendent will begin employment with the District on January 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the Alloway Township Board of Education approves the "Administrative Procedure for Approval of Acting Administrator per N.J.A.C. 6A:9B-13.1" application and submits it to the Commission of Education for approval, this, the 17th day of December, 2019.

Motion:___ Second:___ CA___ EC___ ED___ PD___ JF___ CF___ JH___ DL___ RM___

B. PERSONNEL - SUPPORT

None at this time

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 November 2019 as presented:

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

2. HIB Report - Acknowledgement

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

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

3. Approval of Field Trip

The Board approve the following field trip:

Date	Grade	Location	Teacher(s)	#Buses	Bus Cost
May 2020	5-8	Morey's Pier Wildwood	Mark Jaep/ Kristy Leyman	2	\$1,200.

4. Homebound Instruction

The Board approve homebound instruction for one Alloway resident student (SID #723655462) for 5 hours/week, effective December 3, 2019. Mrs. Terry Turner will be providing the homebound instruction service.

5. Woodstown-Pilesgrove Regional School District BOE Representative

The Board approve Richard Morris to serve as the Woodstown-Pilesgrove Regional School District Board of Education Representative effective January 1, 2020 until the 2021 Reorganization meeting of the Alloway Board of Education.

Motion:___ Second:___ CA___ EC___ ED___ PD___ JF___ CF___ JH___ 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 November 30, 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 November 30, 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 November 30, 2019.

2. Cash Reconciliation Report

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

3. Transfers

The Board approve the transfers for the month of November, 2019.

4. Bills to be Paid

The Board approve payroll and agency for November, 2019 and bills list for December, 2019.

5. Contract for Instructional Services

The Board approve the Contract for Instruction Services with the Woodstown-Piles Grove Regional Board of Education for a 1:1 Paraprofessional for an Alloway resident student (SID# 5612475181) effective November 25, 2019 through June 18, 2020 (or last day of school) at a total cost of \$7,047.00.

6. 2019 Audit, Recommendations, Findings and Corrective Action Plan

The Board approve the June 30, 2019 audit and accepts the Comprehensive Annual Financial Report (CAFRA), audit synopsis, recommendations and findings for the 2018-2019 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 ___ EC ___ ED ___ PD ___ JF ___ CF ___ JH ___ DL ___ RM ___

IX. SUPERINTENDENT DISCUSSION ITEMS/FYI

1. Enrollment - 327
2. Fire Drill - 11/21/19
3. Security Drill - 11/26/19 (Lockdown)
4. Suspensions - Month of November: 1 Internal
5. Monthly School Nurse Report - November

Motion:___ Second:___ CA___ EC___ ED___ PD___ JF___ CF___ JH___ DL___ RM___

X. PRESIDENT'S REPORT

A. COMMUNICATIONS TO THE BOARD

B. OLD BUSINESS

1. NJSBA Mandated Training - Please complete the online training before 12/31/19
2. Emergency Aid Application 2019-20 - Denied Funding \$161,981

C. NEW BUSINESS

1. Reorganization Meeting - Tuesday, January 7, 2020 @ 6:30 p.m.

D. COMMITTEE REPORTS

1. Woodstown-Pilesgrove Meeting Notes 12/11/19 - Mr. Morris
2. Winter Meeting - Board Member Use of Social Media - Mr. Morris
3. NJ Performance Summary Reports - Mr. Morris

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 8:00 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 Search
- 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: _____

XIII. PUBLIC COMMENT

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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: _____