

**ALLOWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA
February 25, 2020**

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. Chuck Angelus, Ms. Elizabeth Decktor, Mr. Michael Dennison, Mr. Joseph Fedora, Mrs. Colleen Fulmer, Mr. Jeffrey Hitchner, Mr. Kenneth McKelvey, Jr., Mr. Richard Morris, Mrs. Deborah Zarin

IV. EDUCATIONAL HIGHLIGHTS

Governor's Educator of the Year Award:

Terry Turner - Teacher of the Year

Kellie Whelan - Educational Services Professional of the Year

Red Wagon Award: Tara Reinerth

Star Students: Isabella Zoppina, Grade 1 (nominated by Mrs. Turner)

Regina Lape, Grade 6 (nominated by Mrs. Lynne Katz)

V. 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 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 and executive session minutes of January 28, 2020 as submitted by the Board Secretary.

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

VII. SUPERINTENDENT'S RECOMMENDATIONS

A. PERSONNEL - PROFESSIONAL

1. Workshop Participation

The Board approve the following workshop participation:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
Maria Bellia	Monroe Twp. NJ	Best Practices in Writing IEP's	3/5/20	\$149	\$0	yes
Meghan Taylor	Rowan Univ Glassboro NJ	Rethinking Autism	4/30/20	\$0	\$0	yes
Meghan Taylor	Rowan Univ Glassboro NJ	Modification of General Education Curriculum for Students with Disabilities	5/5/20	\$0	\$0	yes
Shannon DuBois-Brody	Hamiton, NJ	School Safety Specialist Training	3/5/20, 3/12/20, 3/19/20, 3/26/20 (snow date 4/2/20)	\$0	n/a	n/a
Shannon DuBois-Brody	Atlantic City, NJ	NJASBO Annual Conference	June 3-5, 2020	\$275	n/a	n/a
Jeff Podolski	Camden Co. College Blackwood, NJ	Standards Based Grading 101	3/24/20	\$149	n/a	yes
Cassie Bower	Atlantic City NJ	NJSLA State Test Training	3/5/20	\$0	n/a	yes
Maria Bellia	Clementon, NJ	Handle with Care (Instructor & ReCertification Program)	3/2/20 3/3/20 3/4/20	\$1,250	n/a	yes

Lauren Granate	Atlantic City, NJ	NJASBO Annual Conference	June 3-5, 2020	\$275	n/a	yes
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2. Request for Maternity Leave of Absence

The Board approve the request for a maternity leave of absence from Brittany Chan, Middle School Math Special Education Teacher, effective May 11, 2020 with a return date of September 1, 2020. Mrs. Chan will be utilizing sick and personal days in accordance with Board Policy 4151.4/4251.4, Maternity Leaves: Disability & Child Care

3. Employment - Long Term Substitute Teacher

The Board approve the employment of Kyle Daddario as a long term substitute teacher for Mrs. Lynne Katz, effective January 28, 2020 through approximately March 9, 2020 at a rate of \$90/day for consecutive days 1-10 and \$140/day for consecutive days 11 through the date of Mrs. Katz's return.

4. Employment - Long Term Substitute Teacher

The Board approve the employment of Kyle Daddario as a long term substitute teacher for Mrs. Brittany Chan, effective May 11, 2020 through June 16, 2020 (last day of school) at a rate of \$90/day for consecutive days 1-10 and \$140/day for consecutive days beyond 10.

5. Board Resolution No. 2020-6 Voya 403(b) Amend & Restatement

The Board approve the following:

**Resolution No. 2020-6
VOYA 403(b) Amend & Restatement**

WHEREAS, Alloway Township School District (the "School") has established a retirement plan under Section 403(b) of the Internal Revenue Code of 1986, as amended (the "Code");

WHEREAS, the Internal Revenue Service issued final regulations under Section 403(b) of the Code that would, in relevant part, require the School to adopt a written plan to ensure compliance with Section 403(b) of the Code and the regulations thereunder;

WHEREAS, the School previously adopted the ING (the "Plan"), a tax deferred annuity plan intended to meet the requirements of Section 403(b) of the Internal Revenue Code of 1986, as amended, the regulations thereunder, and the requirements of applicable state and/or local law effective in 2008;

WHEREAS, the School desires to adopt an IRS pre-approved 403(b) plan document in accordance with IRS Rev. Proc. 2013-22;

WHEREAS, the School desires to amend and restate the Plan to the Voya Retirement Insurance and Annuity Company 403(b) Volume Submitter Plan, an IRS pre-approved 403(b) plan document;

WHEREAS, the Board of the School (the "Board") authorizes and ratifies Shannon DuBois-Brody, Business Administrator, to execute the amendment and restatement of the Plan on behalf of the School to the Voya Retirement Insurance and Annuity Company 403(b) Volume Submitter Plan;

BE IT RESOLVED THAT: the School shall amend and restate the Plan effective February 25, 2020 to the Voya Retirement Insurance and Annuity Company 403(b) Volume Submitter Plan attached hereto as its amended and restated 403(b) plan document.

Motion:___ Second:___ CA___ ED___ MD___ JF___ CF___ JH___ KM___ RM___ DZ___

B. PERSONNEL - SUPPORT

1. Employment - Part-Time Classroom Aide (Amended)

The Board approve the employment of Kyle Daddario as a part-time Classroom Aide with a tentative start date of March 9, 2020 through approximately May 8, 2020 at an annual prorated salary of \$3,314.80 (final amount to be determined based on actual start/end date). No health benefits. *This motion amends the January 28, 2020 motion approving Mr. Daddario's employment as a Part-Time Classroom Aide.*

2. Employment - Substitute

The Board approve the employment of Nicole Harding as a substitute teacher (\$90/day), substitute aide (\$11/hr), substitute custodian (\$11/hr) for the remainder of the 2019-20 school year.

Motion:___ Second:___ CA___ ED___ MD___ JF___ CF___ JH___ KM___ RM___ DZ___

C. OTHER BUSINESS

1. HIB Report - Approval

The Board approve the Superintendent's monthly Harassment, Intimidation and Bullying Report for January 2020 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 February 2020 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

3. Fundraising Request

The Board approve the following fundraising request:

Teacher	Fundraiser Name	Dates	Funds Used For
Judy Startare (8th Gr. Parent)	Used Clothing Drive	2/26/20 - 3/31/20	Class of 2020 - 8th Grade Dance
Mark Jaep	Hoops2o	Winter/Spring 2020	Filtered Water Fountain

4. Enrollment - Children of Nonresident Teachers

The Board approve the request from Lisa Ramos, Special Education Teacher, to enroll her child in Alloway's Pre-K Program for the 2020-2021 school year, per policy #5118, Nonresident Student.

5. After School Workshop

The Board approve the establishment of an afterschool Frog Dissection Workshop for all interested 8th grade students for the purpose of experiencing the dissection of grass frogs. This workshop will be held on two consecutive afternoons (dates TBD) and will require the participation of 20 or more students. There will be a fee charged of \$10 to cover the cost of teaching supplies. No other costs are associated with the workshop. Mrs. Reinerth will be the facilitator.

6. Revised Testing Calendar

The Board approve the Revised Testing Calendar for 2019-2020 to reflect the following:

Approved Testing Calendar	Proposed Change
May 11-15 NJSLA Math/ELA	No Change
May 18-22 NJSLA Math/ELA Make-ups	NJSLA Science
May 27-29 NJSLA Science	NJSLA Math/ELA/Science Make-ups
June 1-3 NJSLA Make-ups	No Testing

7. Salem County Science Fair - Shared Transportation

The Board approve shared transportation services with the Lower Alloways Creek School District for LAC to transport the Alloway Township School students and staff (approx. 3 students & 1 teacher) to the Salem County Science Fair which is held at the Salem Community College on March 11, 2020, at a cost of \$50.

Motion:___ Second:___ CA___ ED___ MD___JF___ CF___ JH___ KM___ RM___ DZ___

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 **January 31, 2020** 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, 2020**, 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, 2020**.

2. Cash Reconciliation Report

The Board approve the cash reconciliation report for the month of January, 2020.

3. Transfers

The Board approve the transfers for the month of January, 2020.

4. Bills to be Paid

The Board approve payroll and agency for January, 2020 and bills list for February, 2020.

5. Resolution 2020-4 S.E.M.I. Waiver 2020-2021

The Board approves Resolution 2020-4 as presented:

RESOLUTION 2020-4
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 2020-2021 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,

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 2020-2021 school year.

6. GCSSSD - Transportation

The Board approve Route Y1552 through Gloucester County Special Services for transportation services for one Alloway resident homeless student (SID#5612475181) from/to Logan Twp. to/from the Woodstown High School at a cost of \$159 per day, effective February 3, 2020 through February 14, 2020. Total approximate cost \$1,590.00 (plus 7% admin fee).

7. GCSSSD - Transportation

The Board approve Route Y788 through Gloucester County Special Services for transportation services for one Alloway resident homeless student (SID#5612475181) from/to Lower Alloways Creek to/from the Woodstown High School at a cost of \$12 per day, effective February 21, 2020 through June 18, 2020. Total approximate cost \$936.00 (plus 7% admin fee).

8. GCSSSD - Transportation

The Board approve Route Y1513 through Gloucester County Special Services for transportation services for one Alloway resident student (#6207902789) from/to Woodstown High School to/from Logan Township for Woodstown High School's Job Sampling Program at a cost of \$27 per day, 2 days per week, effective October, 2019 through June 18, 2020. Total approximate cost \$1,836.00 (plus 7% admin fee).

9. Paraprofessional Support - Class Trip

The Board approve the Paraprofessional support for one Alloway resident student (SID# 6207902789) for the Woodstown High School 2019-2020 Senior Class Trip at a cost of \$3,198.00.

10. ESSA Grant - Carryover 2018-19

The Board approve the carryover of the 2018-2019 ESSA Grant as presented with funds to be expended during the 2019-20 budget year:

Title I	\$1,122.99
Title IIA	\$15,654.26

Motion:___ Second:___ CA___ ED___ MD___ JF___ CF___ JH___ KM___ RM___ DZ___

IX. SUPERINTENDENT DISCUSSION ITEMS/FYI

1. Monthly Reported Information: Enrollment - 329; Fire Drill - 1/6/20; Security Drill- 1/22/20 (Lockdown) ; Suspensions for January, 2020 - 1 - Internal; 3 - External
2. Monthly School Nurse Report - January 2020
3. Superintendent Search Community Input Night - Monday, March 9, 2020 @ 6:30 p.m.
4. ESSA Accountability

X. PRESIDENT'S REPORT

A. COMMUNICATIONS TO THE BOARD

1. **SCSBA-8th Grade Dialogue & Reception** - March 24, 2020 (6 p.m.) at Upper Pittsgrove School. *Please notify the Board Office if you wish to attend.*
2. **Salem County School Boards Spring Meeting** - Tuesday, May 5, 2020 (6 p.m.) at the Riverview Inn, Pennsville. *Please notify the Board Office if you wish to attend.*

B. OLD BUSINESS

1. Filing of Personal/Relative and Financial Disclosure Statements - New board members have 30 days from the date of taking office to file or February 6, 2020. Everyone else must file by April 30th. See January 15, 2020 email.
2. Board Member online mandated training is now available. All members required to take Governance II and IV were registered on February 21th. Please check your email. Governance will be available in March.

The 2020 requirements are as follows:

Governance I* - Mr. McKelvey & Mrs. Zarin (**available in March*)

Governance II - Angelus, Hitchner, Fedora

Governance IV - Decktor & Dennison

3. RFP - Feasibility Study for Unification of Salem County School Districts & Senate, No. 346 that establishes pilot program in DOE for organization of county administrative school district.

C. NEW BUSINESS

D. COMMITTEE REPORTS

- 1. Woodstown-Piles Grove board notes - Mr. Morris
- 2. B&G - NJDOH - Release of Guidance for Schools with Mercury-Containing Floors
- 3. Finance - Budget

XI. EXECUTIVE SESSION

ALLOWAY BOARD OF EDUCATION

RESOLUTION 2020-5

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: _____

XII. RESUME PUBLIC PORTION

Motion: _____ Second: _____ Time: _____ #Yes: _____ #No: _____

XIII. PUBLIC COMMENT - OPEN

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.

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: _____