

**ALLOWAY BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
May 26, 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 virtually through the Zoom platform at 6:30 p.m., to the *South Jersey Times*, Township Clerk and all board members. A copy is also posted on the front door of the Alloway Township School.

**II. PLEDGE TO THE FLAG**

**III. MOMENT OF SILENCE**

A moment of silence will be observed in memory of Joseph Dyer, Jr. Mr. Dyer served on the Alloway Township Board of Education from 1997 through 2018.

**IV. 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

**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 procedures:

1. Indicate your wish to comment by stating such in the comment section of Zoom.
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 minutes of April 28, 2020, May 12, 2020 and May 13, 2020 as submitted by the Board Secretary.

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

## VII. SUPERINTENDENT'S RECOMMENDATIONS

The Superintendent recommends that:

### A. PERSONNEL - PROFESSIONAL

1. Resignation - Physical Education Teacher

The Board accepts, with regret, the resignation of Mark Jaep, Physical Education Teacher, effective July 1, 2020.

Furthermore, the Board approve to advertise for a Physical Education Teacher at 80% time for the 2020-2021 school year.

2. Employment - Principal

**\*\*MOTION TABLED UNTIL AFTER CLOSED SESSION\*\***

The Board approve the employment and contract of Pamela Southard as Principal (12-month position) effective July 1, 2020 through June 30, 2021, with an annual salary of \$105,000.

3. Homeless Liaison

The Board approve the appointment of Maria Bellia, CST member, as the Alloway School Homeless Liaison for the 2020-21 school year.

4. Shared Instructional Service - Art Teacher

The Board approve the Shared Service Agreement with the Elsinboro Township Board of Education for Shared Instructional Services - Art Teacher for the 2020 - 2021 school year at a rate of \$37,900. The Agreement allocates 60% of the teacher's time to Alloway School and 40% to Elsinboro School. This is income to Alloway and provides the funding for the Art Teacher to remain at full time status for the 2020-2021 school year.

5. Employment - Full Time Art Teacher

The Board approve the full time employment and salary (pending negotiations) of Jennifer Gallatig, Art Teacher, for the 2020-2021 school year. Mrs. Gallatig will be sharing her time between Alloway (60%) and Elsinboro (40%).

6. Employment - Business Official

The Board approve the 2020-2021 administrative contract and salary for Lauren Granate, School Business Official of the Alloway Township Shared Business Service, servicing Alloway, Lower Alloways Creek and Elsinboro school districts.

Note: The revenue received from LAC and Elsinboro for shared business services will offset Mrs. Granate's salary.

Motion:\_\_\_ Second:\_\_\_ CA\_\_\_ ED\_\_\_ MD\_\_\_ JF\_\_\_ CF\_\_\_ JH\_\_\_ KM\_\_\_ RM\_\_\_ DZ\_\_\_

**B. PERSONNEL - SUPPORT**

1. Employment-Administrative Support Staff

The Board approve the contracts and salaries for the 2020-2021 school year for the following staff, pending negotiations:

Barbara Rishel - Administrative Secretary  
Elizabeth Lodge - Part-Time Main Office/CST Secretary  
Mary Aliberti - Board Clerk (Alloway and Elsinboro)  
Cindi Seip - Board Clerk (Alloway, Elsinboro and LAC)  
Amy Edwards - Part-Time Board Clerk (Elsinboro and LAC)

2. Employment-Classroom Aides

The Board approve the contracts and salaries for the 2020-2021 school year for the following classroom aides, pending negotiations:

Part Time:

Terri Bowen	Cody Bowen	Dana Crandall
Lorrie Wagner	Jose Cardona	Jamie Wilson
Bethanny Garrison	Caitlin Musser	

3. Employment-Bus Driver

The Board approve the contract and salary for the 2020-2021 school year for the following bus (minivan) driver, pending negotiations: Kenneth Simmerman

4. Employment -Cafeteria Staff – 10 Month

The Board approve the contracts and salaries for the 2020-2021 school year for the following cafeteria staff, pending negotiations:

Cindy Tarry, Cafeteria Manager  
Susan Remster, Cafeteria Worker  
Rosemarie McAllister, Cafeteria Worker

5. Employment - Custodial Staff – 12 Month

**\*\*MOTION TABLED UNTIL AFTER CLOSED SESSION\*\***

The Board approve the contracts and salaries for the 2020-2021 school year for the following part-time (78%) custodial staff, pending negotiations:

Ray Eckert, PT Custodian  
Dawn Harding, PT Custodian  
Boonjun Bolden, PT Custodian

6. Advertisement - PT Custodian

**\*\*MOTION TABLED UNTIL AFTER CLOSED SESSION\*\***

The Board approve to advertise for a 12-month part-time custodian, 5 hours per day for the 2020-2021 school year.

7. Employment-SACC

The Board approve the contracts and salaries for the 2020-2021 school year for the following School Age Child Care (SACC) workers:

Katie Handte, Lead Aide	Susan Remster, Leader
Alexis Hoglen, Leader	Cindy Tarry, Leader
Rosemarie McAllister, Leader	Lorrie Wagner, Leader

In addition, Mrs. Elizabeth Lodge will serve as the Alloway SACC Director again for the 2020-2021 school year.

8. Substitute Calling Stipend

The Board approve the 2020-21 substitute calling stipend for Barbara Rishel at the rate of \$3,400 per year.

9. Substitute Salaries

The Board approve the following substitute rates for the 2020-2021 school year:

Substitute Teacher	\$90.00 per diem
Teachers - Long Term Sub (working > 10 consecutive days in same classroom)	\$140.00 per diem
Substitute School Nurse	\$145.00 per diem
Substitute Teacher's Aide	\$11.00 per hour (7/1/20 - 12/31/20) \$12.00 per hour (1/1/21 - 6/30/21)
Substitute Secretary	\$11.00 per hour (7/1/20 - 12/31/20) \$12.00 per hour (1/1/21 - 6/30/21)
Substitute Custodian	\$11.00 per hour (7/1/20 - 12/31/20) \$12.00 per hour (1/1/21 - 6/30/21)
Substitute Cafeteria Worker	\$11.00 per hour (7/1/20 - 12/31/20) \$12.00 per hour (1/1/21 - 6/30/21)
Substitute Bus Driver	\$18.00 per hour

\*Note: NJ minimum wage increases to \$12/hour effective 1/1/21.

10. 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 14, 2020 through June 12, 2020 (last day of school) at a rate of \$90/day for consecutive days 1-10 and \$140/day for consecutive days beyond 10. (motion was first approved on 2/25/20 with tentative dates)

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 February 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 April 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

3. SACC Rates-2020-2021 School Year

The Board approve the following SACC rates for the 2020-2021 School Year, noting that there is no increase over the previous two years:

Registration	\$40 new families - one time fee per family
AM Session	\$6/day
AM monthly	\$70/mo
Hourly/OT	\$4/hr
Daily rate-4:30 pickup	\$10/day
Daily rate-6:00 pickup	\$12/day
Monthly rate-4:30 pickup	\$125/mo
Monthly rate-6:00 pickup	\$160/mo

4. Code of Conduct for Remote Meetings

The Board approve the "Code of Conduct for Remote Meetings" as prepared by the New Jersey School Boards Association.

5. Health-Related Closure Preparedness Plan

The Board approve the revised Health-Related Closure Preparedness Plan as presented.

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 April 30, 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 April 30, 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 April 30, 2020.

2. Cash Reconciliation Report

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

3. Transfers

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

4. Bills to be Paid

The Board approve payroll and agency for April, 2020, and bills list for May, 2020.

5. Professional Appointments 2020-2021

The Board approve the Professional Appointments/Renewals for 2020-2021 school year as per the attached list.

6. Petty Cash Fund 2020-2021

The Board approve a petty cash account in the amount of \$250.00, with Mary Aliberti as the custodian of the account.

7. Section 125 Plan

The Board approve the continuance of a Section 125 plan (flexible spending account) to support staff for the 2020-2021 school year. Board contributions shall be as follows:

Full time employees (over 30 hrs) with 4 or more years of service:	\$1,000
Full time employees (over 30 hrs) with < 4 years of service:	\$ 525
Part time custodians who work over 29-30 hours per week:	\$1,000
Part time employees who work over 25-30 hours per week:	\$ 300

8. Educational Services with GCSSSD for Teacher of Deaf

The Board approve the contract with GCSSSD for Educational Consult Services for Teacher of the Deaf for a total of 12 hours for the 2020-2021 school year at a rate of \$132.00 per hour for a total cost of \$1,584.00.

9. GCSSSD – Non Public Aid-in-Lieu Program

The Board approve the District's participation in the 2020-2021 Gloucester County Special Services School District Non Public Aid-In-Lieu Program to fulfill required state regulations, at a cost of \$3.75 per eligible nonpublic student.

10. GCSSSD – Choice Student Transportation Program

The Board approve the District's participation in the 2020-2021 Gloucester County Special Services School District Choice Student Transportation Program to fulfill required state regulations, at a cost of \$3.75 per eligible choice student.

11. GCSSSD – MVC On-line Abstract Request Program

The Board approve the District's participation in the 2020-2021 Gloucester County Special Services School District MVC On-line Abstract Request Program to fulfill required state regulations, at a cost of \$35.00 per district.

12. MOU - Shared Speech Teacher  
The Board approves the Memorandum of Understanding with the Upper Pittsgrove Board of Education for a Shared Speech Teacher for the 2020-2021 school year at a cost of \$37,512.
13. CARES Emergency Relief Grant  
The Board accepts the Coronavirus Aid Relief and Economic Security (CARES) Act of 2020 Elementary and Secondary School Emergency Relief Fund's (ESSER) allocation of \$85,696 and approves the submission of the grant application.

Purpose of the grant: To provide a measure of federal support in the wake of the public health crisis and economic downturn brought about by the COVID-19. Congress set aside approximately \$13.5 billion of the \$30.75 billion allotted to the Education Stabilization Fund through the CARES Act for the Elementary and Secondary Education Agencies (SEA) based on a formula stipulated in the legislation.

Motion:\_\_\_ Second:\_\_\_ CA\_\_\_ ED\_\_\_ MD\_\_\_ JF\_\_\_ CF\_\_\_ JH\_\_\_ KM\_\_\_ RM\_\_\_ DZ\_\_\_

#### **IX. SUPERINTENDENT DISCUSSION ITEMS/FYI**

1. Monthly Reported Information:  
Enrollment - 333  
Fire & Security Drill - n/a  
Suspensions - n/a
2. Distance Learning
3. Closeout of School Year
4. Graduation

#### **X. PRESIDENT'S REPORT**

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

None

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

1. Board Self Evaluation - please complete ASAP. See April 13th email for instructions.
2. Superintendent Evaluation

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

1. School Election Petitions are now available on the NJSBA website.  
Board members with terms expiring in 2020: Michael Dennison, Colleen Fulmer and  
Richard Morris  
*Completed Petitions shall be filed with the County Clerk on or before 4:00 p.m. on the last Monday of July, which is July 27, 2020, Suite 200 - Salem, NJ 08079.*
2. NJ State Treasurer's Report on the Financial Condition of the State Budget - released on May 22, 2020

**D. COMMITTEE REPORTS**

1. Woodstown - Pilesgrove Meeting Notes - April 30, 2020 & May 21, 2020
2. Six-Year History/Summary of Salem County School Budget Per Pupil Cost.
3. Six-Year History/Summary of Salem County School Budget projected enrollments.
4. Salem County School Board Association Meeting Notes - May 5, 2020

**XI. EXECUTIVE SESSION**

**ALLOWAY BOARD OF EDUCATION  
RESOLUTION NO. 2020-18  
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 \_\_\_\_

**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 - Principal & Custodians
- 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: \_\_\_\_\_

**\*\*TABLED MOTIONS TO BE VOTED UPON\*\***



**XIII. PUBLIC COMMENT - OPEN**

The Board President will recognize those individuals in the audience who wish to comment.

Please respect the following procedures:

1. Indicate your wish to comment by stating such in the comment section of Zoom.
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.
9. 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: \_\_\_\_\_