

**ALLOWAY BOARD OF EDUCATION
REGULAR MEETING AGENDA
June 23, 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 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 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. 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.

V. APPROVAL OF MINUTES

The Superintendent and the Business Administrator recommend the Board approve the regular and executive session meeting minutes of May 26, 2020 as submitted by the Board Secretary.

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

VI. SUPERINTENDENT'S RECOMMENDATIONS

The Superintendent recommends the following:

A. PERSONNEL - PROFESSIONAL

1. Summer Supplemental Program

The Board approve the employment of the following staff members as in-house instructors for the Summer Supplemental Program: Mrs. Nancy Brawley, Mrs. Stephanie Owens, and Mrs. Amber Hann. The Summer Supplemental program will be held virtually with each teacher employed from July 6th through July 30th (Monday through Thursday) at the AEA contracted rate of \$30 per hour (max \$1,440 each), as per the recommendation of the Superintendent.

2. Distance Barton Program

The Board approve the employment of Mrs. Amber Hann as in-house instructor for the Distance Barton Program that will run for four weeks during the summer of 2020 (Monday through Thursday) at the AEA contracted rate of \$30 per hour (max \$480), as per the recommendation of the Superintendent.

3. Resignation - LDTC

The Board accept, with regret, the resignation of Meghan Taylor, Learning Disabilities Teacher Consultant, effective June 30, 2020.

Furthermore, the board approve advertising for a full-time LDTC for the 2020-2021 school year.

4. Agreement Between the Alloway Education Association and the Alloway Township Board of Education for the period July 1, 2019 to June 30, 2022.

Tabled until after closed session

The Board approves the Collective Bargaining Agreement between the Alloway Township Board of Education and the Alloway Education Association for the period July 1, 2019 through June 30, 2022 as per the Tentative Agreements dated April 1, 2019 and December 3, 2019, as well as the Memorandum of Agreement dated June 9, 2020.

5. Salary Guides 2019-2022 **Tabled until after closed session**

The Board approves the Certified Staff Salary Guides for Year 1 (2019-2020), Year 2 (2020-2021) and Year 3 (2021-2022) of the July 1, 2019 through June 30, 2022 negotiated AEA Agreement.

6. Teacher Salaries 2019-2020 **Tabled until after closed session**

The Board approve the teacher salaries for the period September 1, 2019 through June 30, 2020 as per the negotiated agreement with the AEA and as recommended by the Superintendent..

7. Teacher Salaries 2020-2021 **Tabled until after closed session**

The Board approve the teacher salaries for the period September 1, 2020 through June 30, 2021 as per the negotiated agreement with the AEA and as recommended by the Superintendent.

8. Employment - Science Teacher **Tabled until after closed session**
The Board approve the employment of Tara Reinerth, Science Teacher, effective September 1, 2020 through June 30, 2021 at BA Step 3 with a salary of \$56,956.00 and benefits per the AEA Agreement.
9. Employment - Interim Superintendent
The Board approve the 2020-2021 contract and salary for Steven Crispin, Interim Superintendent. The County Office has approved Mr. Crispin's contract, as required.
10. Employment - Business Administrator
The Board approve the 2020-2021 contract and salary for Shannon DuBois-Brody, School Business Administrator, servicing Alloway, Lower Alloways Creek and Elsinboro school districts. The County Office has approved Mrs. DuBois-Brody's contract, as required.

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

11. Hire Personnel Between Meetings of the BOE
The Board approve the Superintendent to hire personnel between meetings of the Board of Education during the summer months. The Board of Education will take formal action at its regularly scheduled Board of Education meeting.
12. Superintendent Evaluation **Tabled until after closed session**
The Board approve the Superintendent's 2020 evaluation for Mr. Steven Crispin, Superintendent.

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

B. PERSONNEL - SUPPORT

1. Employment - Custodial Staff – 12 Month **Tabled until after closed session**
The Board approve the contracts and salaries for the 2020-2021 school year with benefits as per Policy 4240.1, for the following part-time (78%) custodial staff, pending negotiations:
 - Ray Eckert, PT Custodian
 - Dawn Harding, PT Custodian
 - Boonjun Bolden, PT Custodian
2. Advertisement - PT Custodians **Tabled until after closed session**
The Board approve advertising for two part-time custodians for the 2020-2021 school year. One part-time custodian will be funded through CARES.

3. 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, effective July 1, 2020 for the 2020-2021 school year:

Zachary Feron
Kaite Handte
Susan Beal
Tammy Mathews-Singh

4. Summer Hours-Office Staff

The Board approve the four day per week summer work schedule for the twelve month administrative and office staff. The schedule will begin on Monday, July 6, 2020 through and including the week of August 17, 2020. Any vacation days taken during this time will count as 1.25 days.

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 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

2. HIB Report - Acknowledgement

The Board acknowledge the Superintendent's monthly Harassment, Intimidation, and Bullying Report for May 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. NJDOE HIB Self-Assessment 2018-2019

The Board approve the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report 2018-2019. Alloway scored 71 points out of a possible 78 points.

4. Board Self Evaluation 2019-2020
The Board approve the 2019-2020 Board Self Evaluation as compiled by the New Jersey School Board Association.
5. Annual Temporary Facilities Approval for 2020-21 SY
The Board approves the Annual Temporary Facilities Approval for the 2020-2021 School Year.

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

VII. 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, 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 May 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 May 31, 2020.

2. Cash Reconciliation Report

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

3. Transfers

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

4. Bills to be Paid

The Board approve payroll and agency for May, and bills list for June, 2020. 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 2020 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. 2020-2021 Grant Funds

The Board approve applying for the following grants for the 2020-2021 school year:

IDEA PreSchool	\$ 3,590
IDEA Basic	\$ <u>89,396</u>
Total	\$ 92,986 (decrease of \$5,615 from 2019-20)

ESEA:

Title I, Part A	\$ 95,182
Title IIA	\$ 13,976
Title IV	\$ <u>10,000</u>
Total	\$119,158 (decrease of \$30,788 from 2019-20)

6. 2020-21 Professional Educational Services Contracts

The Board approve the following vendors to provide educational and nursing services on an as needed basis for the 2020-21 school year:

Bayada Nursing Services-substitute RN nursing services	\$50/hour
Wright Choice-substitute RN nursing services	\$51/hour
Learn Well Education, Inc (homebound or hospital instruction)	\$52.50/hour

7. 2020-2021 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.

8. Occupational Therapy Services 2020-2021

The Board approve entering into agreement with Professional Therapy Services, LLC, for providing Occupational Therapy Services to students, per I.E.P., for the 2020-2021 school year at \$73 per hour up to 10 hours per week including direct, indirect, consultations, screenings, administrative services and telehealth services.

9. Out of District Placement Contract

The Board approve the out-of-district tuition and residential contract for the 2020-21 ESY and SY as presented below:

SID#	Placement	Total Cost
7843210757	Melmark	\$432,965

10. 2020 Supplemental Summer Program Placements

The Board approve the following In-House 2020 Virtual Supplemental Summer Program Placements:

SID #	Program Description	Related Services
3462393200	Pre-K Skills	Speech

9435131520	Pre-K Skills	Speech
3857573203	Pre-K Skills	Speech
5770733860	Pre-K Skills	Speech
8503921169	Pre-K Skills	Speech
2085678931	LAL/Math	none
6482326786	LAL/Math	none
3251476776	LAL/Math	none
1520471721	LAL/Math	none
2667995590	LAL/Math	none
7799421305	Math	none

11. 2020 Distance Barton Program

The Board approve the following in-house 2020 Distance Barton Program Placements:

SID #	Program Description
2746199125	Barton
7436535151	Barton

12. Section 125 Plan (Revised)

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 20-30 hours per week:	\$ 300

13. Lunch Prices 2020-2021

The Board approve the following lunch prices for the 2020-2021 school year:

STUDENTS

PreK Snack	\$0.60	10 cent increase*
PreK Milk	\$0.35	No increase
Student Lunch (K-8)	\$3.00	10 cent increase*
Student Salad (w/ lunch components)	\$3.00	10 cent increase*
Student Lunch - Reduced Eligibility	\$0.40	

Main Entree (w/o lunch)	\$2.60	
Extra Entree (w/ lunch)	\$2.25	
Milk	\$0.60	
Bottled Water (8 oz)	\$0.50	
Ice Cream, Chips, Cookies, Snacks	\$0.30 - \$1.25	

*Includes a **STATE MANDATED** increase over 2019-2020 for student meals.

STAFF

Staff Lunch (including large salad)	\$4.75
Staff Large Salad Only	\$4.25
Staff Small Salad	\$3.50
Milk	\$0.60
Bottled Water (8 oz)	\$0.50

14. Resolution 2020-19 Increasing Bid Threshold

The Board approve the following:

**Resolution 2020-19
Increasing Bid Threshold**

WHEREAS, Shannon N. DuBois-Brody, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3(b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;

NOW THEREFORE BE IT RESOLVED that the Alloway Township Board of Education, pursuant to N.J.S.A. 18A:18A-3(a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Shannon N. DuBois-Brody, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

15. Resolution 2020-20 - Transfer to Maintenance Reserve

**Resolution No. 2020-20
Transfer of Current Year Surplus to Reserve – *Maintenance Reserve***

WHEREAS, NJSA 6A:23A-14.4 et seq permit a Board of Education to establish and/or deposit into certain reserve account at year end, and

WHEREAS, the aforementioned statutes authorized procedures, under the authority of the

Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Alloway Township Board of Education wishes to deposit anticipated current year surplus into a *Maintenance Reserve* account at year end, and

WHEREAS, the Alloway Township of Education has determined that *up to* \$30,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Alloway Township Board of Education that it hereby authorized the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

16. SC Cooperative Pricing Consortium - 2020-2021 Cafeteria Bid Award

The Board approve the joint purchasing agreements with the Penns Grove Carneys Point School District for the purchase of milk, juice, dairy and ice cream. Furthermore, the Board award the 2020-2021 cafeteria bids (ice cream, milk, juice and dairy) as received from the June 8, 2020 bid opening through the Penns Grove – Carneys Point Regional School District's SC Cooperative Pricing Consortium to the following:

Ice Cream Awarded to: **George's Water Ice, Inc.**

Milk, Juice & Dairy Awarded to: **HyPoint Dairy Farms**

Baked Goods Awarded to: **Deluxe Italian Bakery**

17. Joint Transportation Agreement - UPS

The Board approve the Joint Transportation Agreement with the Upper Pittsgrove School District for transportation of one Alloway resident choice student (SID# 8436823289) attending Upper Pittsgrove School to a residence located within Upper Pittsgrove, afternoons only, at a cost of \$500.00. The parent forgoes any AIL from Alloway for the 2020-2021 school year with this arrangement.

18. Addendum - Title IV

The Board approve the 2019-2020 Title IV addendum appropriating the use of funds from curriculum supplies to technology supplies. Alloway received \$10,000 under Title IV. The change of use is permitted due to COVID-19.

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

VIII. SUPERINTENDENT DISCUSSION ITEMS/FYI

1. Monthly Reported Information:

Enrollment - 333

Fire & Security Drill - n/a

Suspensions - n/a

2. Graduation Update

3. QSAC - Alloway scheduled for 2020-2021

IX. PRESIDENT'S REPORT

A. COMMUNICATIONS TO THE BOARD

B. OLD BUSINESS

1. Charter School
2. School Election Petitions are now available on the NJSBA and ATS websites.
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.

C. NEW BUSINESS

1. NJSBA's Virtual Workshop 2020- Oct. 20-22, 2020

D. COMMITTEE REPORTS

X. 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.
9. Members of the public that neglect to follow Board procedures may be asked to leave the meeting.

XI. EXECUTIVE SESSION

**ALLOWAY BOARD OF EDUCATION RESOLUTION
RESOLUTION 2020-21
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 _____ 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

x 8. Personnel matters-Superintendent Evaluation & Staffing

 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. TABLED MOTIONS

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

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: _____