

Alloway Board of Education Reorganization Meeting Minutes – January 7, 2020

CALL TO ORDER

The reorganization meeting of the Alloway Township Board of Education was called to order by Ms. Shannon DuBois-Brody, Business Administrator, on Tuesday, January 7, 2020 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

Ms. DuBois-Brody led the group in the pledge to the flag.

OATH OF OFFICE

Mrs. Shannon DuBois-Brody, Board Secretary, issued the Oath of Office to newly elected Board Members:

- Ms. Elizabeth Decktor - Three Year Term
- Mr. Kenneth McKelvey, Jr. - Three Year Term
- Mrs. Deborah Zarin - Three Year Term
- Mr. Michael Dennison - One Year Term

ROLL CALL OF MEMBERS

Members present: 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

Members absent: None

Also in attendance: Mr. Steven Crispin, Interim Superintendent and Ms. Shannon DuBois-Brody, Business Administrator/Board Secretary

REORGANIZATION OF THE BOARD OF EDUCATION

Election of President

The Board Secretary, Ms. DuBois-Brody, opened the floor to nominations for the Office of the President of the Alloway Township Board of Education.

Motion by Mr. Angelus and seconded by Mr. McKelvey that the Board of Education open nominations for the position of President of the Alloway Township Board of Education.

VOICE VOTE: *Unanimously approved*

Motion carried: 9-0-0

Motion by Mr. Angelus seconded by Mrs. Fulmer to nominate Mr. Morris to serve as President of the Alloway Township Board of Education.

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Being no further nominations, it was moved by Mrs. Fulmer and seconded by Mr. Angelus that the Board of Education approve that the nominations for the position of President of the Alloway Township Board of Education be closed.

VOICE VOTE: *Unanimously approved*

Motion carried: 9-0-0

The Board Secretary, Ms. DuBois-Brody, called for a roll call vote on the election of Mr. Morris as President of the Alloway Township Board of Education for a term of one year, commencing January 7, 2020, and until his successor is elected and shall qualify.

ROLL CALL VOTE: YES: Mr. Angelus, Ms. Decktor, Mr. Dennison, Mr. Fedora, Mrs. Fulmer, Mr. Hitchner, Mr. McKelvey, Mr. Morris, Mrs. Zarin

Motion carried: 9-0-0

The Board Secretary, Ms. DuBois-Brody then declared Mr. Morris as President of the Alloway Township Board of Education.

Election of Vice President

The Board Secretary, Ms. DuBois-Brody, opened the floor to nominations for the Office of the Vice President of the Alloway Township Board of Education.

Motion by Mr. Angelus and seconded by Mrs. Fulmer that the Board of Education open nominations for the position of Vice President of the Alloway Township Board of Education.

VOICE VOTE: *Unanimously approved*

Motion carried: 9-0-0

Motion by Mr. McKelvey seconded by Mr. Hitchner to nominate Mr. Angleus to serve as Vice President of the Alloway Township Board of Education.

Being no further nominations, it was moved by Mrs. Fulmer and seconded by Ms. Decktor that the Board of Education approve that the nominations for the position of Vice President of the Alloway Township Board of Education be closed.

VOICE VOTE: *Unanimously approved*

Motion carried: 9-0-0

The Board Secretary, Ms. DuBois-Brody, called for a roll call vote on the election of Mr. Angleus as Vice President of the Alloway Township Board of Education for a term of one year, commencing January 7, 2020, and until his successor is elected and shall qualify.

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

ABSTAIN: Mr. Dennison

Motion carried: 8-0-1

The Board Secretary, Ms. DuBois-Brody then declared Mr. Angelus to the office of Vice President of the Alloway Township Board of Education.

The Board Secretary yielded the chair to the President.

Mr. Morris introduced Mr. Crispin, Interim Superintendent, and welcomed him to Alloway School.

PUBLIC COMMENT - AGENDA ITEMS ONLY

None

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APPOINTMENTS AND DESIGNATIONS

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

Designation of Newspaper

The designated official newspaper for 2020 as the *South Jersey Times*. This publication covers Salem, Gloucester & Cumberland Counties.

Designation of Regular Meeting Dates

The fourth Tuesday of the month (unless noted) for 2020 board meeting dates. Meeting start time is 6:30 p.m.

Appointment of Board Secretary

The appointment of Shannon DuBois-Brody, as Board Secretary and Lauren Granate as alternate, effective January 2020 and until next reorganization meeting in January 2021.

Designation of Depository of Funds

The designated depositories for Alloway Funds:

Fulton Bank and Century Savings Bank (general account, payroll, agency, capital reserve, school account, cafeteria and flexible spending).

Designation of Signatories

The following signatories for the 2020 year:

General Account: (3) President, Superintendent/Interim Superintendent,
Board Secretary/Bus. Admin.

Payroll/Agency/Flexible Spending Accounts: (2) Board Secretary/Bus. Admin.
and Superintendent/Interim Superintendent

Student Activity: (2) Board Secretary/Bus. Admin., Administrative. Secretary
or Board Clerk

Cafeteria: (2) Superintendent/Interim Superintendent and Business Administrator

Capital Reserve Account @ Fulton: Board President or Board Secretary/Business
Administrator

Adopt Policy Manual

All existing policies, bylaws and regulations for 2020 as per the recommendation of the Superintendent.

Approval of Danielson Teacher Evaluation Framework

The Danielson Teacher Evaluation Framework for observing and evaluating professional staff. This Evaluation Tool has been used at Alloway School since 2012.

Standard Operating Procedures and Internal Controls Manual

The Board approve the *Guide for Standard Operating Procedures and Internal Controls* manual, which describes the standard business office practices of the Alloway Business Office. This manual was originally approved by the Board of Education on November 17, 2009 and revised on January 8, 2019 and is mandated by the Fiscal Accountability, Efficiency and Budgeting Procedures per N.J.A.C. 6A:23A-6.4 and 6.6.

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Purchasing Manual

The Purchasing Manual, which defines the proper purchasing practices of the Alloway Business Office. This manual is required per QSAC and was originally approved by the Board of Education on October 23, 2007 and revised on January 8, 2019.

Appointments of Committees/Representatives* - TABLED

The following appointments of committees/representatives effective January 7, 2020 until the next reorganization meeting in January 2021.

NJSBA Delegate & Alternate	SCSBA Delegate & Alternate
SACC Rep	PTA Rep
Quad District Rep	SIT Committee Rep
Personnel Committee	Policy Committee
Finance Committee	Property/Transportation
Negotiations	Educ Programs/Curriculum
Technology	Youth League Rep
Community Relations	

**These positions were tabled until the next meeting allowing the elected president time to review the committee surveys prior to making any appointments.*

P.A.C.O. Officer Designation

The designation of Shannon N. DuBois-Brody as the Public Agency Compliance Officer for the Alloway Township School District effective January 7, 2020.

Historical Consultant (Negotiations)

The former board of education member, David Lounsbury, as a Historical Consultant for the purpose of negotiations with the AEA for 2020.

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

ABSTAIN: Mr. Dennison

Motion carried: 8-0-1

PRESIDENT'S REPORT

COMMUNICATIONS TO THE BOARD

None

OLD BUSINESS

None

NEW BUSINESS

Review of Code of Ethics for School Board Members

Acknowledgement of Receipt of the Code of Ethics

Filing of 2020 Personal/Relative and Financial Disclosure Statements

COMMITTEE REPORTS

FYI

Next Regular Board Meeting - January 28, 2020 @ 6:30 p.m.

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EXECUTIVE SESSION

Motion made by Mrs. Fulmer, second by Mr. Angelus, that the Board enter into Executive Session by Resolution at 6:44 p.m. from which the general public will be excluded.

ALLOWAY BOARD OF EDUCATION RESOLUTION 2020-1 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 7:29 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:

**Collective bargaining with the Alloway Education Association
Litigation, contract negotiations, or attorney-client privilege
Personnel matters - Superintendent Search**

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.

VOICE VOTE: Unanimously Approved

Motion carried: 9-0-0

Mr. Hitchner excused himself from the meeting at 6:58 p.m.

RESUME PUBLIC PORTION

Motion made by Mrs. Fulmer, second by Mr. Angelus to return to the public portion of the meeting at 7:29 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 8-0-0

Mr. Morris announced there will be an item on the next board meeting agenda on how to structure the leadership of the district as the board will be looking for public comment on the topic.

PUBLIC COMMENT - OPEN

Ed McKelvey, 5 Alloway-Aldine Road, expressed his concerns that the State Government has so much power over local school boards. He urged the board to stand up for what they feel is right.

Lauren Stubbs, 139 Quaker Neck Road, asked for clarification on what is being asked of the public for the Superintendent search. Mr. Morris clarified options and intentions of the board.

Jim Whitt, would like to continue with the tradition of Santa and Mrs. Clause next year. He hopes the board will continue the Alloway Raritan Essay contest/graduation award.

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Sharon Coleman, Aldine area, inquired about advertising the January 28th meeting as a special meeting, the conversation the board is looking for and how best to involve the community. She also stated parents may not be aware of all the outside challenges the district is facing.

ADJOURNMENT

Motion made by Mr. Angelus, second by Mrs. Fulmer that there being no further business to be brought before the board that the meeting be adjourned at 7:42 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 8-0-0

Respectfully submitted,

Shannon N. DuBois-Brody
Business Administrator/
Board Secretary