

Alloway Board of Education Regular Meeting Minutes – November 26, 2019

CALL TO ORDER

The regular meeting of the Alloway Township Board of Education was called to order by Mr. Richard Morris, Board President, on Tuesday, November 26, 2019 at 6:33 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

Mr. Richard Morris led the group in the pledge to the flag.

ROLL CALL OF MEMBERS

Members present: Ms. Elizabeth Decktor, Mr. Joseph Fedora, Mr. Jeffrey Hitchner, Mr. David Lounsbury, and Mr. Richard Morris

Members absent: Mr. Charles Angelus, Mrs. Elizabeth Cavallaro, Mr. Philip Donohue, Mrs. Colleen Fulmer (arrived at 6:46 p.m.)

Also in attendance: Mrs. Shannon DuBois-Brody, Business Administrator/Board Secretary

EDUCATIONAL HIGHLIGHTS

October Red Wagon Award: Maria Bellia

November Red Wagon Award: Amber Hann

November Star Students: Colin Webb (grade 7); Wesley Zilinski (grade 2)

PUBLIC COMMENT - AGENDA ITEMS ONLY

None

APPROVAL OF MINUTES

Motion made by Mr. Lounsbury, second by Ms. Decktor to approve the regular and executive session minutes of October 22, 2019 as submitted by the Board Secretary.

VOICE VOTE: YES: Ms. Decktor, Mr. Hitchner, Mr. Lounsbury, Mr. Morris

ABSTAIN: Mr. Fedora

Motion carried: 4-0-1

SUPERINTENDENT'S RECOMMENDATIONS

PERSONNEL – PROFESSIONAL

Motion made by Mr. Lounsbury, second by Ms. Decktor to approve the following as recommended by the Superintendent:

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Workshop Participation

The participation in the following workshops:

Staff Member	Location	Workshop	Date	Cost	Sub Cost	Mileage
Kristin Schell or Jeff Podolski	Stockton Univ.	Connected Action Roadmap - updates	12/16/19	\$0	\$0	yes
Maria Bellia	E. Windsor New Jersey	NJ Assoc of School Psychologists Winter Conference	12/13/19	\$180	\$0	yes
Kellie Whelan	Burlington County	Pediatric Disaster Response and Emergency Preparedness	12/2/19 & 12/3/19	\$0	\$290	yes
Kristin Schell	Stockton Univ.	Mental Health First Aid Training	12/5/19	\$0	\$0	yes
Melissa Emel	Cherry Hill (Mt. Laurel), NJ	Differentiating Using Small Group Instruction (Grades K-2)	3/4/20	\$279 (Title II-A Funding)	\$90	yes
Amber Hann	FEA Conference Center (Monroe Twp, NJ)	I&RS The Next Generation	12/19/19	\$149 (Title II-A Funding)	\$90	yes
Lisa Ramos	FEA Conference Center (Monroe Twp, NJ)	Getting to Effectiveness: Leveraging Your Data	12/4/19	\$100 (Title II-A Funding)	\$90	yes
Lisa Ramos	Cherry Hill (Mt. Laurel), NJ	Best, Powerful CO-TEACHING STRATEGIES to Accelerate Student Success	1/28/20	\$279 (Title II-A Funding)	\$90	yes
Nancy Brawley	FEA Conference Center (Monroe Twp, NJ)	Getting to Effectiveness: Leveraging Your Data	12/4/19	\$100 (Title II-A Funding)	\$90	yes
Special Education Teacher – TBA	Conshohocken, PA	Wilson 3-Day	12/10/19 – 12/12/19	\$650 (Title II-A Funding)	\$270	Yes

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Movement on Guide

The request from Maryann Acton for movement on the guide from BA Step 18 to BA+15 Step 18 effective December 1, 2019, with the sufficient completion of Graduate credits from Western Governors University. The salary adjustment will be made once the Agreement with the Alloway Education Association is settled.

Resignation of CST Secretary

The resignation of Deanna Bowling, Part-Time CST Secretary, dated Monday, November 25, 2019. Mrs. Bowling's last day will be December 6, 2019.

Discussion: The Board commented they are sad to see Mrs. Bowling leave as she will be missed.

ROLL CALL VOTE: YES: Ms. Decktor, Mr. Fedora, Mr. Hitchner, Mr. Lounsbury, Mr. Morris
Motion carried: 5-0-0

OTHER BUSINESS

Motion made by Mr. Lounsbury, second by Ms. Decktor to approve the following as recommended by the Superintendent:

HIB Report - Approval

Approve the Superintendent's monthly Harassment, Intimidation and Bullying Report for October 2019 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

HIB Report - Acknowledgement

Acknowledge 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

Facilities Use Request:

The following school facilities requests:

Date	Group	Location	Cost
1/14/20	Planetarium Assembly	Gymnasium	Paid by PTA

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1/21/20	Grand Falloons - Salem County Recycling & Clean Communities	Gymnasium	Free
4/28/20	BMX Assembly	Gymnasium/ back of building	Paid by PTA

Teacher Handbook, Parent Handbook, and Student Handbook

The Board approve the Teacher Handbook, Parent Handbook and Student Handbook for the 2019-2020 school year. These handbooks outline the Student Code of Conduct in its entirety: expectations for academic achievement, behavior and attendance. The Handbooks are available on the school's website.

Threat Assessment Team

The formation of a Threat Assessment Team, which will include the following members: Kristin Schell, Superintendent; Jeff Podolski, Assistant Principal; Cassie Bower, Guidance Counselor; Kellie Whelan, School Nurse; and Mark Jaep, PE Teacher.

Nursing Services Plan 2019-2020

The Nursing Services Plan for the 2019-2020 school year.

Fundraising Request

The following fundraising requests:

Teacher	Fundraiser Name	Dates	Funds Used For
Hope Mortimer	Third Grade Readers	12/1/2019 - 6/1/2020	Books for Classroom Library
Maryann Acton	Donor's Choose	12/1/2019 - 4/1/2020	Stem Activities and Headphones for Third Grade
8th Grade Parent Committee	Bake Sale and Face Painting	11/16/19	8th Grade Graduation Dance
Student Government	Wreath Sale	11/11/19 - 11/20/19	End of School Field Trip
Mr. Podolski	Parent/Teacher Conference – Bake Sale	11/25/19 & 11/26/19	New Equipment for Academic League Competitions

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Field Trips

The following field trip:

Date	Grade	Location	Teacher	#Buses	Bus Cost
12/11/19	Alloway Band and Chorus Members	Salem Co. TRIAD Queen of Apostles Church Hall Pennsville, NJ	Mrs. Wyckoff	1	\$225.11 (Bus will be paid from Alloway School Band Account)

ROLL CALL VOTE: YES: Ms. Decktor, Mr. Fedora, Mr. Hitchner, Mr. Lounsbury, Mr. Morris

Motion carried: 5-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

Motion made by Mr. Lounsbury, second by Ms. Decktor to approve the following as recommended by the Business Administrator:

FINANCIAL

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 October 31, 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 October 31, 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 October 31, 2019.

Cash Reconciliation Report

The cash reconciliation report for the month of October, 2019.

Transfers

The transfers for the months of October, 2019.

Bills to be Paid

The payroll/agency for October, 2019 and bills list for November, 2019.

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Approval of Tentative Budget Calendar

The 2020-2021 *tentative* Budget Calendar (pending any changes mandated by the state and release of state aid numbers). Approval of an annual budget calendar is part of the NJQSAC requirement.

1-1 Contract for Teacher and Aide-WHS

The 2019-2020 contract with Woodstown High School for a 1-1 teacher and 1-1 Aide (a.m. only) for Alloway student, SID #6207902789, attending Woodstown High School:

1-1 Teacher Salary and Benefits:	\$66,377.33
1-1 Aide Salary and Benefits:	<u>\$15,435.61</u>
Total	\$81,812.94

The teacher support for the student during extracurricular activities at a rate of \$32 per hour for the 2019-20 school year.

ROLL CALL VOTE: YES: Ms. Decktor, Mr. Fedora, Mr. Hitchner, Mr. Lounsbury, Mr. Morris
Motion carried: 5-0-0

SUPERINTENDENT DISCUSSION ITEMS/FYI

Enrollment - 325
Fire Drill - 11/21/19
Security Drill - 10/30/19 (Lockdown)
Suspensions - 1 Internal Suspension for October 2019
Monthly School Nurse Report - October 2019

Mrs. Fulmer arrived at 6:46 p.m.

PRESIDENT'S REPORT

COMMUNICATIONS TO THE BOARD

Follow up response to Alloway Township Committee re: April letter
Support Our Students (SOS) Advocacy Group

OLD BUSINESS

Annual Reorganization Meeting scheduled for Tuesday, January 7, 2020 @ 6:30 p.m.
Playground gates have been installed.

NEW BUSINESS

Special Board Meeting scheduled for Monday, December 9, 2019 at 6:30 p.m. for Interim Superintendent Interviews.

Annual School Election Results: Mr. Kenneth McKelvey, Jr., Ms. Deborah Zarin and Ms. Elizabeth Decktor were elected to 3 year terms expiring December 31, 2022.

Mr. Michael Dennison was elected for a one year term expiring December 31, 2020.

The official count for the 3-year terms: Mr. McKelvey 635 votes, Mrs. Zarin 601 votes, Ms. Decktor 529 votes, Ms. Cavallaro 513 votes, Mr. Simpson 380 votes, Mr. DeHart 323 votes.

The official count for the 1-year unexpired term: Mr. Dennison 658 votes, write-in 297 votes.
Crossing sign for Cedar Street near playground

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Request for Crossing Post

Motion made by Mr. Lounsbury, second by Mrs. Fulmer to approve submitting a letter to the Alloway Township Committee requesting approval to install a “Crossing Post” in the crosswalk located across Cedar Street from the area of the school playground leading to the school, to enhance school safety, while students travel to and from the school and playground. In addition, the letter is to also include a request to have the crosswalk repainted to make it more visible.

ROLL CALL VOTE: YES: Ms. Decktor, Mr. Fedora, Mrs. Fulmer, Mr. Hitchner, Mr. Lounsbury, Mr. Morris

Motion carried: 6-0-0

COMMITTEE REPORTS

Woodstown-Pilesgrove board notes from November 2019 Board meeting - Mr. Morris

EXECUTIVE SESSION

Motion made by Mr. Lounsbury, second by Mrs. Fulmer, that the Board enter into Executive Session by Resolution at 6:54 p.m. from which the general public will be excluded.

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 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:

**Confidential matters per statute or court order (student matter)
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: 6-0-0

Mr. Lounsbury excused himself from the meeting at 7:28 p.m.

RESUME PUBLIC PORTION

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

VOICE VOTE: Unanimously approved

Motion carried: 5-0-0

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MOTION AFTER CLOSED

Motion made by Mrs. Fulmer, second by Mr. Fedora to approve the following motion:

School Calendar 2019-2020 – Adjustment

Adjusting the 2019-2020 school calendar changing December 20, 2019 from a full day to a half day pending transportation confirmation.

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

Motion carried: 5-0-0

PUBLIC COMMENT – OPEN

Mr. Jim Whitt (Santa Claus, North Pole) Santa will be at the school the morning of December 20, 2019.

Harry Harding, 239 Alloway-Friesburg Road, Inquired about the status of the crushed underground pipe and suggested a community volunteer day to help fix the pipe. Mrs. DuBois-Brody stated the repair funds are contingent on the district receiving emergency aid from the State. Mr. Hitchner, Property Chair, stated he has been in contact with the Township Committee on a resolution with the help of the Township Public Works, but thanked Mr. Harding for offering the suggestion and his services. The Board also thanked Mr. Harding.

ADJOURNMENT

Motion made by Mr. Fedora, second by Ms. Decktor that there being no further business to be brought before the board that the meeting be adjourned at 7:34 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 5-0-0

Respectfully submitted,

Shannon N. DuBois-Brody
Business Administrator/
Board Secretary