

Alloway Board of Education Regular Meeting Minutes – March 17, 2020

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, March 17, 2020 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. Morris led the group in the pledge to the flag.

ROLL CALL OF MEMBERS

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

Members absent: None

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

Mr. Morris thanked the staff for going above and beyond in transitioning into distance learning amid the COVID-19 pandemic.

PUBLIC COMMENT - AGENDA ITEMS ONLY

None

APPROVAL OF MINUTES

Motion by Mr. Angelus, second by Mrs. Fulmer, that the regular and executive session minutes of February 25, 2020 and special and executive session meeting minutes of March 9, 2020 be approved as submitted by the Board Secretary.

VOICE VOTE: Unanimously Approved

Motion carried: 6-0-0

SUPERINTENDENT'S RECOMMENDATIONS

PERSONNEL – PROFESSIONAL

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

Workshop Participation

The following workshop participation:

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Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
Martha Arrizon	APA Hotel Iselin, NJ	Foreign Language Educators of NJ Annual Conference	3/27/20	\$195	\$90	Yes
Stephanie Owens	Rowan LRC - South Glassboro NJ	Working with Kids with Anxiety and Mental Health Issues	5/15/20	\$0	\$90	Yes
Meghan Taylor	Rowan LRC - South GlassboroN J	Mental Health Awareness and Working with Kids with Anxiety	5/15/20	\$0	\$0	Yes
Jennifer Gallatig	Woodstown High School	Set up Alloway student artwork for Quad District Night	3/23/20	\$0	\$90	Yes
Claire Gechter	Westin Mt. Laurel NJ	Practical Strategies to Incorporate Specially Designed Instruction into your Co-Teaching	4/20/20	\$279 <i>Title IIA Funded</i>	\$90	Yes
Amber Hann	Westin Mt. Laurel NJ	Practical Strategies to Incorporate Specially Designed Instruction into your Co-Teaching	4/20/20	\$279 <i>Title IIA Funded</i>	\$0	Yes
Tara Reinerth	Mt. Laurel	Innovative, Phenomena-Driven Strategies to Increase Student Engagement and Learning of the Next Generation Science Standards (Grades 6-12)	4/20/20	\$195 <i>Title IIA Funded</i>	\$90	Yes
Terry Turner	Mt. Laurel	Restorative Practices in the Classroom	5/15/20	\$279 <i>Title IIA Funded</i>	\$90	Yes
Melissa Emel	Mt. Laurel	Restorative Practices in the Classroom	5/15/20	\$279 <i>Title IIA Funded</i>	\$90	Yes

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Resignation – Assistant Principal

The resignation of Jeff Podolski, Assistant Principal & Curriculum Coordinator, effective March 17, 2020 with his last day being May 15, 2020 or sooner should a replacement be procured.

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

Motion carried: 9-0-0

PERSONNEL – SUPPORT

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

Employment-Substitute Custodian

The employment of Harry Franklin as a substitute custodian at the rate of \$11/hour for the remainder of the 2019-2020 school year.

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

Motion carried: 9-0-0

OTHER BUSINESS

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

HIB Report - Approval

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

HIB Report - Acknowledgement

Acknowledge the Superintendent's monthly Harassment, Intimidation and Bullying Report for March 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

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Approval of Fundraising Requests

The following fundraising request:

Teacher	Fundraiser Name	Dates	Funds Used For
Maryann Acton	Donors Choose	March 2020-June 2020	Markerboard Table

Approval of the 2020-21 School Calendar

The school calendar for the 2020-2021 school year.

Request for Use of Facilities

The following request for use of facilities:

Group	Contact Person	Date Requested	Event
Alloway School PTA	Christina Paleschic	3/23/20 - Media Center	Ice Cream Social Meeting

Discussion: The Ice Cream Social has been postponed.

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

Motion carried: 9-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

FINANCIAL

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

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 February 25, 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 February 25, 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 February 25, 2020.

Cash Reconciliation Report

The cash reconciliation report for the month of February, 2020.

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Transfers

The transfers for the month of February, 2020.

Bills to be Paid

The payroll and agency for February, 2020, and bills list for March, 2020.

Paraprofessional Support - Class Trip

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.

Resolution 2020-9 Tentative Budget Submission 20-21

The following:

**RESOLUTION 2020-9
ALLOWAY TOWNSHIP BOARD OF EDUCATION
RESOLUTION APPROVING SUBMISSION OF THE 2020-2021
BUDGET TO THE SALEM COUNTY OFFICE OF EDUCATION
BOARD MEETING DATE: MARCH 17, 2020**

BE IT RESOLVED, that the Alloway Board of Education has reviewed and discussed the school district budget for 2020-2021 school year, and approves the Secretary of the Board of Education to submit to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline as follows:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2020-21 TOTAL EXPENDITURES	\$8,062,693	\$200,528	\$234,563	\$8,497,784
LESS: ANTICIPATED REVENUES	\$3,947,715	\$200,528	\$ -0-	\$4,148,243
TAXES TO BE RAISED	\$4,114,978	\$ -0-	\$234,563	\$4,349,541

WHEREAS, the Alloway Board of Education acknowledges that the 2020-20221 school year budget as described results in a 2.0% or \$80,686 increase in the general fund tax levy for a total of \$4,114,978, and

WHEREAS, the Alloway Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district, and

WHEREAS, N.J.A.C. 6A:23A-7.3 requires board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff member to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, and annual threshold of \$100 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

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WHEREAS, travel and related expenses not in compliance with N.J.A.C.6A:23A-7.3., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

WHEREAS, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.3 as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

WHEREAS, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6:23A-7.3, to a maximum expenditure of \$5,000 for all staff and board members.

THEREFORE, BE IT RESOLVED, that the Alloway Township Board of Education approves the 2020-2021 budget for submission to the Salem County Office of Education for approval and to advertise said tentative budget in the South Jersey Times in accordance with the State Department of Education and according to law;

BE IT FURTHER RESOLVED, that a public hearing on the 2020-21 school budget be held in the Gereau Library of the Alloway School on April 28, 2020 at 6:30 p.m.

Resolution 2020-10 Authorization to Conduct Business

The following:

ALLOWAY TOWNSHIP BOARD OF EDUCATION RESOLUTION 2020-10 AUTHORIZATION TO CONDUCT BUSINESS

WHEREAS, the world is currently experiencing a pandemic known as the Coronavirus (COVID-19), and,

WHEREAS, the Governor of New Jersey, Phil Murphy, issued Executive Order #104 on March 16, 2020, and,

WHEREAS, Executive Order #104 mandates all public, private and parochial preschool programs, and elementary and secondary schools, including charter and renaissance schools, closed beginning Wednesday, March 18, 2020, and remain closed as long as the Order remains in effect, and,

WHEREAS, Executive Order #104 includes aggressive social distancing measures to mitigate further spread of COVID-19 in New Jersey, and,

WHEREAS, The Alloway Township School District is required to conduct normal and routine business during this period of time the Order is in place.

NOW THEREFORE BE IT RESOLVED, that the Alloway Township Board of Education does hereby recognize the need to conduct normal and routine business of the district during this unrepresented time;

BE IT FURTHER RESOLVED, that the Alloway Township Board of Education authorizes the Interim Superintendent and Business Administrator to conduct the normal and routine business of the district

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subject to ratification of the Board at its next board of education meeting, this, the 17th day of March, 2020.

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

Motion carried: 9-0-0

SUPERINTENDENT DISCUSSION ITEMS

Monthly reported information:

Enrollment - 333

Fire Drill - 2/24/20

Security Drill- 2/21/20

Suspensions for February, 2020 - Bus - 2; External - 1; Internal - 6

Monthly School Nurse Report - February, 2020

Payment of Teachers for End of Year Activities – Mr. Crispin received from AEA stating its' members would not be volunteering their time until the contract is settled. This is something that will need to be addressed at the next board meeting as it will effect planned social events at the school.

Coronavirus Update – Governor Murphy has closed schools as of March 18, 2020 for two weeks. The staff did a great job preparing and used the in-service day to aid in that preparation. The school will also be offering loaner device for students that need them.

Air Quality Testing Update (Bi-Annual Mercury) – The recent test indicates all levels are good.

Grading Policy Committee

School Performance Report 2018-19 – Mr. Crispin will plan to review it in depth at the April meeting.

Summer SACC – Twenty-one Alloway parents have shown interest in a summer program, but no commitments as of yet.

Summer SACC

Motion by Mrs. Fulmer, second by Mr. Angelus to approve the establishment and implementation of a 2020 Summer SACC Program hosted by the Alloway Township School District.

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

ABSTAIN: Mr. Fedora

Motion carried: 8-0-1

PRESIDENT'S REPORT

COMMUNICATIONS TO THE BOARD

**Quad District Art Show & Concert - Thursday, March 26, 2020, 5:30-6:30 at WHS
(POSTPONED)**

Letter of Intent to Return from R. Kauffmann

OLD BUSINESS

SCSBA - 8th Grade Dialogue & Reception - March 24, 2020 (CANCELED)

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.

Board Member Mandated Online Training - Reminder to complete

District Leadership – The Board discussed, at length, the various options for Alloway's

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district leadership. Some of the options included CSA, shared curriculum coordinator, shared superintendent, interim superintendent and principal. Stability for the district is a big factor.

DISTRICT LEADERSHIP

Principal Position

Motion by Mr. Angelus, second by Mr. Dennison to approve the advertisement and search for the position of Principal for the Alloway Township School District.

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

Motion carried: 9-0-0

In-House Leadership Search

Motion by Mr. Hitchner, second by Mr. McKelvey to approve an in-house service for the leadership search with the help of Interim Superintendent, Mr. Steven Crispin and the Business Office.

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

Motion carried: 9-0-0

NEW BUSINESS

Board Self Evaluation & Superintendent Evaluation

COMMITTEE REPORTS

Woodstown-Pilesgrove Board notes - Mr. Morris

Mrs. Fulmer thanked Mr. Morris to compiling the various reports for their review.

PUBLIC COMMENT - OPEN

None

ADJOURNMENT

Motion made by Mr. Dennison, second by Mr. Angelus that there being no further business to be brought before the board that the meeting be adjourned at 7:48 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 9-0-0

Respectfully submitted,

Shannon N. DuBois-Brody
Business Administrator/
Board Secretary