

Alloway Board of Education Regular Meeting Minutes – May 26, 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, May 26, 2020 at 6:33 p.m. virtually through the Zoom platform. Due to Governor Murphy's Executive Order No. 107, implementing social mitigating strategies to combat COVID-19, the Alloway Township Board of Education did not conduct an in-person special meeting.

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 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, on the website and on the front door.

PLEDGE TO THE FLAG

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

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.

ROLL CALL OF MEMBERS

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

Members absent: Mr. Chuck Angelus

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

PUBLIC COMMENT-AGENDA ITEMS ONLY

Lorrie Wagner, Alloway, commented on the Instructional Aide's requested third personal day. She also thanked the Board for hiring all the aides back.

Tracy Hitchner, 87 Cohansey Friesburg Road, expressed her concerns with the resignation of Mark Jaep and feels that Alloway has let him down. She would like the Board to reconsider and take another look to try to keep Mr. Jaep.

APPROVAL OF MINUTES

Motion by Mrs. Fulmer, second by Mr. McKelvey, that the regular and executive minutes of April 28, 2020, May 12, 2020 and May 13, 2020 be approved as submitted by the Board Secretary.

VOICE VOTE: Unanimously Approved

Motion carried: 8-0-0

SUPERINTENDENT'S RECOMMENDATIONS

PERSONNEL – PROFESSIONAL

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

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

Resignation - Physical Education Teacher

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.

Employment - Principal ****MOTION TABLED UNTIL AFTER CLOSED SESSION****

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.

Homeless Liaison

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

Shared Instructional Service - Art Teacher

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.

Employment - Full Time Art Teacher

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%).

Employment - Business Official

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.

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

Motion carried: 8-0-0

PERSONNEL – SUPPORT

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

Employment-Administrative Support Staff

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)

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

Employment-Classroom Aides

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	

Employment-Bus Driver

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

Employment -Cafeteria Staff – 10 Month

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

Employment - Custodial Staff – 12 Month ****MOTION TABLED UNTIL AFTER CLOSED SESSION****

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

Advertisement - PT Custodian ****MOTION TABLED UNTIL AFTER CLOSED SESSION****

Advertise for a 12-month part-time custodian, 5 hours per day for the 2020-2021 school year.

Employment-SACC

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	

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

Substitute Calling Stipend

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

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)

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

	\$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.

Employment - Long Term Substitute Teacher

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)

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

Motion carried: 8-0-0

OTHER BUSINESS

Motion made by Mr. McKelvey, second by Mr. Fedora 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: 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

HIB Report - Acknowledgement

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

SACC Rates-2020-2021 School Year

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

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

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

Code of Conduct for Remote Meetings

The “Code of Conduct for Remote Meetings” as prepared by the New Jersey School Boards Association.

Health-Related Closure Preparedness Plan

The revised Health-Related Closure Preparedness Plan as presented.

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

Motion carried: 8-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT

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

Cash Reconciliation Report

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

Transfers

The transfers for the month of May, 2020.

Bills to be Paid

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

Professional Appointments 2020-2021

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

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

Petty Cash Fund 2020-2021

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

Section 125 Plan

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

Educational Services with GCSSSD for Teacher of Deaf

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.

GCSSSD – Non Public Aid-in-Lieu Program

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.

GCSSSD – Choice Student Transportation Program

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.

GCSSSD – MVC On-line Abstract Request Program

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.

MOU - Shared Speech Teacher

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.

CARES Emergency Relief Grant

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.

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

Motion carried: 8-0-0

SUPERINTENDENT DISCUSSION ITEMS/FYI

Monthly Reported Information:

- Enrollment - 333
- Fire & Security Drill - n/a
- Suspensions - n/a

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

Distance Learning – Mr. Crispin reported that the teachers feel they are going to meet all the standards for 2019-2020 school year for all the students that have participated in distance learning.

Closeout of School Year – The process of closing out the school year has begun and will take the next three weeks to work through it. Reminder no students are to be in the building as per the recommendation by Governor Murphy.

Graduation – The Governor is allowing outside graduation as of July 6, 2020. Plans were made for a June 11, 2020 virtual graduation based upon prior guidance. Discuss was held amongst the board members with a majority expressing their opinion that the students deserve an actual graduation ceremony. Concerns were raised about the health and safety of employees, teachers, students and the public.

PRESIDENT’S REPORT

COMMUNICATIONS TO THE BOARD

None

OLD BUSINESS

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

NEW BUSINESS

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.

NJ State Treasurer’s Report on the Financial Condition of the State Budget - released on May 22, 2020

COMMITTEE REPORTS

Woodstown - Pilesgrove Meeting Notes - April 30, 2020 & May 21, 2020

Six-Year History/Summary of Salem County School Budget Per Pupil Cost.

Six-Year History/Summary of Salem County School Budget projected enrollments.

Salem County School Board Association Meeting Notes - May 5, 2020

EXECUTIVE SESSION

Motion made by Mrs. Fulmer, second by Ms. Decktor that the Board enter into Executive Session by Resolution at 7:18 p.m. from which the general public will be excluded.

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 8:14 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:

Litigation, contract negotiations, or attorney-client privilege
Personnel matters - Principal & Custodians

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

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: 8-0-0

RESUME PUBLIC PORTION

Motion by Mr. Dennison, second by Mr. McKelvey to return to the public portion of the meeting at 8:14 p.m.

VOICE VOTE: Unanimously Approved

Motion carried: 8-0-0

TABLED MOTIONS

Employment - Principal

Motion by Mrs. Fulmer, second by Mr. Dennison to 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.

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

Motion carried: 8-0-0

Motion by Mrs. Fulmer, second by Mr. McKelvey to approve tabling the following motions to the June board meeting:

Employment - Custodial Staff – 12 Month

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

Advertisement - PT Custodian

Advertise for a 12-month part-time custodian, 5 hours per day for the 2020-2021 school year.

VOICE VOTE: Unanimously Approved

Motion carried: 8-0-0

Alloway Board of Education Regular Meeting Minutes – May 26, 2020

Graduation

Motion by Mrs. Fulmer, second by Mr. Dennison to approve authorizing the Administration to proceed with a live graduation ceremony for the Class of 2020 at Alloway Township School and select the best date that meets the needs of all students involved.

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

Motion carried: 8-0-0

PUBLIC COMMENT - OPEN

Isabella Mealey, Alloway Friesburg Road, asked the Board to have an in-person graduation.

Mitchell Startare, 106 Watsons Mill Road, feels the 8th graders were robbed because of COVID-19 and feels Alloway should hold an in-person graduation. His connection was temporarily lost, but was reconnected and finished his public comment after Gail Mealey.

Gail Mealey, 309 Alloway Friesburg Road, is a parent of an 8th grader and wants a live graduation so the students may have a chance for in-person goodbyes and final closure.

Tina Mingin, 21 Holly Hills Lane, parent of an 8th grader and feels it has been a rough go for the students and they missed out on a lot of big things. Parents are willing to help out. She suggested livestreaming for parents and people at home not comfortable with the in-person graduation.

April Baber, 11 Watsons Mill Road, is in support of an in-person graduation.

Tara Sinon, Parent of an 8th grade student, wants the students to have the walk and graduate in person.

Mr. Dennison congratulated and welcomed Ms. Southard to Alloway School.

ADJOURNMENT

Motion made by Mrs. Fulmer, second by Mr. Fedora that there being no further business to be brought before the board that the meeting be adjourned at 8:34 p.m.

VOICE VOTE: Unanimously approved

Motion carried: 8-0-0

Respectfully submitted,

Shannon N. DuBois-Brody
Business Administrator/
Board Secretary