

**CALL TO ORDER**

The regular meeting of the Alloway Township Board of Education was called to order by President David Lounsbury on Tuesday, October 30, 2012 at 7:00 p.m. at the Alloway School.

**OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT**

In accordance with the provisions of the Open Public Meeting Act, Chapter 231, Public Law 1975, the Alloway Township Board of Education transmitted notice of this meeting, to be held in the Gereau Library of the Alloway Township School at 7:00 p.m. to the Today's Sunbeam, 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. Lounsbury, President, led the group in the pledge to the flag.

**ROLL CALL OF MEMBERS**

Members Present: Michael Clarke, Michael Dennison, Joseph Dyer, Philip Donohue, Albert Floyd, Colleen Fulmer, Meghan Price, Richard Morris, David Lounsbury.

Members Absent: None

Also in Attendance: Dr. Bazzel, Superintendent, and Mrs. Joyce, Board Secretary.

A list of the public attending is on file in the board office.

**EDUCATIONAL HIGHLIGHTS/PRESENTATIONS/RECOGNITION**

**2012 Audit, Recommendations, Findings and Corrective Action Plan**

Motion by Mr. Donohue, second by Mr. Dennison, to approve the Comprehensive Annual Financial Report (CAFRA), audit synopsis, recommendations and findings for the 2011-2012 school year audit as presented and discussed. There is no Corrective Action Plan required since there are no audit comments or recommendations. (Pages 4525-4529)

**ROLL CALL VOTE: YES:** M. Clarke, M. Dennison, P. Donohue, J. Dyer, A. Floyd, C. Fulmer, M. Price, R. Morris, D. Lounsbury

Motion carried: 9-0

**APPROVAL OF MINUTES**

Motion by Mr. Donohue, second by Mr. Floyd, that the regular meeting and executive session minutes of September 25, 2012 be approved as per the recommendation of the Superintendent and Business Administrator.

**VOICE VOTE:** Unanimously Approved.

Motion Carried: 9-0

**PUBLIC COMMENT**

None.

**SUPERINTENDENT'S RECOMMENDATIONS**  
**PERSONNEL – PROFESSIONAL**

Motion made by Mrs. Price, second by Mr. Floyd, to approve the following recommendations:

Workshop Participation

The following workshop participation:

STAFF	LOCATION	WORKSHOP	DATE	COST	SUB COST	MILEAGE
K. DeFebo	Glassboro, NJ	Best Prac. In Classroom Math	11/2/12	\$149.00	✓	✓
K. Handte	Princeton, NJ	Exp. Learning After School	11/16-17/12	\$241.00		✓
R. Joyce	Woodstown, NJ	Federal Tax Update	1/23/13	\$150.00		

Principal Resignation

To accept, with regret, the resignation of Mrs. Janis Gansert, Principal, effective December 31, 2012. Mrs. Gansert has been employed by the Alloway Board of Education for ten years and has accepted a position at Woodbury Heights School District as Chief School Administrator.

**PERSONNEL – SUPPORT**

Employment - Part Time Custodian

The hire of Keith Shipman as a Part Time Custodian (replacing Mr. Schenck) effective October 16, 2012 through June 30, 2013 at the annual rate of \$17,160 pro-rated for this contract, 6 hours per day, with 12 sick days (prorated to 9 for this agreement) 2 personal days. There are no health benefits associated with this position.

Employment-Substitutes

The following personnel to be added to the 2012-2013 school year substitute list:

- Marissa Hunt, Woodstown, NJ, Substitute Teacher (\$80/day)
- Angela Caruso, Monroeville, NJ, Substitute Teacher (\$80/day)
- Leevon Lacy, Woodstown, NJ, Substitute Teacher (\$80/day)
- Sandra Bonowski, Pilesgrove, NJ, Substitute Teacher (\$80/day)
- Lori Yanush, Woodstown, NJ, Substitute Secretary (\$9.00/hour)
- John Schenck, Bridgeton, NJ, Substitute Custodian (\$10.00/hour)

Nighttime Custodial Supervisor

A title change for Ray Eckert, Custodian, to Nighttime Custodian/Custodial Supervisor and a new annual salary of \$21,060 (\$13.50/hour) effective October 16, 2012. (This is an increase of \$3,300 per year.)

**ROLL CALL VOTE:** YES: M. Clarke, M. Dennison, P. Donohue, J. Dyer, A. Floyd, C. Fulmer, M. Price, R. Morris, D. Lounsbury

Motion carried: 9-0

**OTHER BUSINESS**

Motion made by Mr. Dennison, second by Mr. Floyd, to approve the following recommendations:

Field Trips

The listing of field trips for 2012-2013.

(Page 4530)

Quality Single Accountability Continuum (QSAC) Information

The QSAC District Performance Review and Statement of Assurance for submission to the Salem County Department of Education.

Mentoring Plan – 2012-2013

The teacher Mentoring Plan for the 2012-2013 school year.

Curriculum Approval

The revision of the following curriculum

Language Arts Literacy

Math

Science

Social Studies

Comprehensive Equity Plan

The Comprehensive Equity Plan for the 2012-2013 school year.

Pineland Resolution 2012-2013

The Resolution that Alloway does not require Pineland Learning Center to charge Alloway students, who are attending Pineland, for reduced and/or paid meal. This is an annual approval.

Policy Revisions

The Board approve the revision to the following policies due to a name change for the Division of Youth & Family Services (now called New Jersey Division of Child Protection & Permanency).

Policy #5141.4 – Child Abuse

Policy #5141.5 – Early Detection of Missing Children

Policy #5145.5 – Photographs of Pupils

Policy #5145.11 – Questioning & Apprehension

Policy #6171.5 – Surrogate Parents

Policy #6171.4 – Special Education – Independent Evaluations

The revision to Policy #6171.4 – Special Education – Independent Evaluations.

Nursing Service Plan 2012-2013

The 2012-2013 Nursing Service Plan which has been reviewed and signed by the school nurse and medical examiner for procedures and compliance.

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Hold Harmless Agreement with Alloway Township

The Hold Harmless Agreement with Alloway Township which will allow the school to utilize the gazebo, located at the township municipal building, as a bus stop for Alloway Township high school students who go to Woodstown High School. (Page 4531)

**ROLL CALL VOTE: YES: M. Clarke, M. Dennison, P. Donohue, J. Dyer, A. Floyd, C. Fulmer, M. Price, R. Morris, D. Lounsbury**

Motion carried: 9-0

FINANCIAL

Motion made by Mrs. Price, second by Mrs. Fulmer, to approve the following recommendations:

Board Secretary Certification

Boards' Certification

Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Alloway Township Board of Education certifies that as of September 30, 2012 and after review of the Secretary's Monthly Financial Report appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.12-(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:23-2.12(c) 3, I certify that as of September 30, 2012, 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. 6:23-2.12(a)1. (Pages 4532-4540)

Cash Summary Report

The cash summary report for the month of September, 2012. (Page 4541)

Bills to be Paid

The bill lists for October 2012 and the payroll and agency list for September 2012.

(Pages 4542-4544)

Transfers

Transfers for October 2012.

(Page 4545)

Comprehensive Maintenance Plan/M1 Form

The Resolution the Comprehensive Maintenance Plan and Form M1 for submission to Salem County Office of Education as attached and required annually. (Pages 4546-4550)

**VOICE VOTE: Unanimously Approved.**

Motion Carried: 9-0

**DISCUSSION ITEMS/FYI**

Enrollment report - 403

Suspensions: September 2012

Gr. 6 student, Pushed Another Student, 1 day internal

Gr. 6 student, Insubordination, 1 day internal

Fire Drill – October 10, 2012

Security Drill on October 23, 2012

Special Education Requirements – 2010-2011 school year

**PRESIDENT'S REPORT**

**Old Business**

School In Sites Website Information – effective November 1, 2012 we will be switching to School In Sites to provide web hosting for Alloway School's website. Cost is \$1,110 for year 1 and \$360 per year thereafter. This will give the school more management capabilities than what the current website allows.

**New Business**

Mr. Dennison asked the board to review the field trip policy. The Policy Committee will review the policy and present to the board.

Mr. Dennison congratulated Mrs. Dilks and Ms. Ferraro for receiving \$1,000 from Salem County Bridge Environmental Challenge for the Going Green Grant.

Mr. Dennison asked Dr. Bazzel if the district could sponsor a Safe Streets Program, and whether the program could utilize Municipal Alliance funds. Dr. Bazzel and Dr. Wentzell will prepare a presentation.

Mr. Donohue stated the Ruritan Club raised \$3,000 at its skeet shoot, for scholarships for Alloway Township students entering their freshman year of college.

**Committee Reports:**

Mr. Morris, Woodstown-Pilesgrove, BOE Highlights – September 2012 (electronically), October 2012 (handout)

Dr. Bazzel asked for a board member to serve on the District Evaluation Advisory Committee – Mrs. Fulmer was appointed. Mr. Lounsbury will attend the first meeting as well.

**EXECUTIVE SESSION**

Motion by Mr. Donohue, second by Mr. Dennison, that the Board enter into executive session by Resolution at 7:38 p.m. from which the general public will be excluded.

**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 Township 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 the conclusion of closed session, at approximately 8:00 p.m. this evening.

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**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Alloway Township 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

**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 declares 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.

**ROLL CALL VOTE:** YES: M. Clarke, M. Dennison, P. Donohue, J. Dyer, A. Floyd, C. Fulmer, M. Price, R. Morris, D. Lounsbury  
Motion carried: 9-0

Motion by Mr. Floyd, second by Mr. Dennison, to return to the public portion of the meeting at 8:10 p.m.

**VOICE VOTE:** Unanimously Approved.  
Motion Carried: 9-0

Advertisement for Principal

Motion made by Mr. Dennison, second by Mrs. Price, to authorize the Superintendent to advertise for both an Interim Principal and a Principal.

**VOICE VOTE:** Unanimously Approved.  
Motion Carried: 9-0

PUBLIC COMMENT

Mr. Harding asked which legal matter was discussed in closed session? The board is not permitted to report which legal matter was discussed in closed session. Mr. Harding then asked if the board is liable for chaperone behavior while on field trips? The board responded yes.

ADJOURNMENT

Motion by Mr. Donohue, second by Mrs. Price, that there being no further business to be brought before the board that the meeting be adjourned at 8:15 p.m.

**VOICE VOTE:** Unanimously Approved.  
Motion Carried: 9-0

Respectfully submitted,

Rebecca S. Joyce  
Business Administrator

**ALLOWAY BOARD OF EDUCATION**  
**Rebecca S. Joyce, Business Administrator/Board Secretary**  
**Closed Session Minutes**

Date: October 30, 2012

Type of Meeting : Public Hearing/Regular/Special/Other

Motion to enter by Resolution: P. Donohue

Second: M. Dennison

Time: 7:38 p.m.

**Vote:**

M. Clarke	Yes	M. Dennison	Yes
P. Donohue	Yes	J. Dyer	Yes
A. Floyd	Yes	C. Fulmer	Yes
M. Price	Yes	R. Morris	Yes
D. Lounsbury	Yes		

Motion Carried: 9-0

**Discussion:**

1. Contract negotiations – discussed whether to continue negotiating with teachers while waiting for fact finder to be appointed. Teachers requested we meet with them without representation, since their association representative is not available until January. Board doesn't feel comfortable meeting without representation.
2. Personnel – Principal resignation. Discussed how to advertise for Mrs. Gansert's position. Will advertise for both a Principal and Interim Principal at the same time.
3. Litigation. Board being sued by a family requesting reimbursement of their legal fees of \$69,000 for Due Process hearing. Our attorney is appealing the decision at no cost to the Board.

**Conclusions:**

1. No action taken in open session.
2. Action taken in open session.
3. No action taken in open session.

**Resume Open Session**

Motion to resume public session of meeting (motion made in public)

Motion: P. Donohue

Second: M. Price

Voice Vote: Unanimously Approved

Motion Carried: 9-0

Time: 8:15 p.m.

Respectfully submitted,

Rebecca S. Joyce  
Business Administrator