

CALL TO ORDER

The regular meeting of the Alloway Township Board of Education was called to order by President David Lounsbury on Tuesday, May 28, 2013 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 *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. Lounsbury, President, led the group in the pledge to the flag.

ROLL CALL OF MEMBERS

Members Present: Cathleen Caltabiano, Michael Dennison, Joseph Dyer, Philip Donohue, Colleen Fulmer, Meghan Price, Richard Morris, David Lounsbury.

Members Absent: Michael Clarke

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

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

APPROVAL OF MINUTES

Motion by Mrs. Fulmer, second by Mr. Donohue, that the regular meeting and executive session minutes of April 23, 2013 be approved as per the recommendation of the Superintendent and Business Administrator.

VOICE VOTE: Unanimously Approved.

Motion Carried: 8-0

PUBLIC COMMENT

Patrick Price, student, asked whether windows in hallways could be made larger, so students could escape in case of a fire.

EXECUTIVE SESSION

Motion by Mr. Donohue, second by Mrs. Fulmer, that the Board enter into executive session by Resolution at 7:04 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.

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: and nature of discussion is **Litigation, Contract Negotiations or Attorney/Client Privilege**

VOICE VOTE: Unanimously Approved.
Motion Carried: 8-0

Motion by Mrs. Fulmer, second by Mr. Dyer, to return to the public portion of the meeting at 7:37 p.m.

VOICE VOTE: Unanimously Approved.
Motion Carried: 8-0

SUPERINTENDENT'S RECOMMENDATIONS

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

Alloway Board of Education/Alloway Education Association Contract Approval

It is recommended that the Alloway Board of Education approve execution of the Negotiated Contract Agreement between the Alloway Board of Education and the Alloway Education Association for a one year agreement for the 2012-2013 school year. The Alloway Education Association has ratified this agreement on Thursday, May 23, 2013. The Agreement provides for an average salary increase of 1.5% with a retro pay being paid on or before June 28, 2013. The Alloway Board of Education Negotiations Committee has reviewed the contract.

Teacher's Salaries 2012-2013

The attached 2012-2013 Teacher's Salaries.

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

Motion carried: 8-0

Motion made by Mr. Morris, second by Mr. Donohue, to approve the following recommendations:

Employment – Learning Disability Teacher Consultant

The hire of Amber Hann as Learning Disability Teacher Consultant effective with the 2013-2014 school year. Ms. Hann will be placed on Step 10, Master+30, annual salary will be \$ 61,364* (*pending negotiations). Benefits will be provided as per the negotiated contract.

Abstain: C. Fulmer

Workshop Participation

The following workshop participation:

STAFF	LOCATION	WORKSHOP	DATE	COST	SUB COST	MILEAGE
K. DeFebo	Stockton College	TECHCON Conf.	7/24/13	\$30.00		✓

PERSONNEL - SUPPORT

Employment-Administrative Support Staff

The contracts and salaries for the 2013-2014 school year for the following staff:

Kathy Elmer – Secretary to the Superintendent
Barbara Rishel – Secretary to the Principal/Attendance Officer
Gina Abbott – Board Clerk (Alloway)
Elizabeth Lodge – CST Secretary (part time, 10 month)
Cindi Seip, Board Clerk (Shared Bus. Services, part-time, 12 month) (Page 4707)

Employment-Classroom Aides

The contracts and salaries for the 2013-2014 school year for the following classroom aides (all aides required as per IEPs with the exception of the kindergarten and pre-k aide):

Full time:	Connie Freeman	Jane Johnson	
Part Time:	Teri Bowen	Kathy Feron	Dawn Kimble
	Deann Nutt (pre-k)	Christine Scott	Theresa Turner
	Lorrie Wagner	Jamie Wilson	Lori Yanush (3 hrs./day)

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Employment-Cafeteria Staff – 10 Month

The contracts and salaries for the 2013-2014 school year for the following cafeteria staff:

Cindy Tarry, Manager
Dawn Harding, Cafeteria Worker
Rosemarie McAllister, Cafeteria Worker
Nancy Brown, Cafeteria Worker (Page 4707)

Employment - Lunchroom Aides – 10 Month

The contracts and salaries for the 2013-2014 school year for the following lunchroom aides:

Tammy Goss (Page 4707)

Employment-Custodial Staff – 12 Month

The contracts and salaries for the 2013-2014 school year for the following custodial staff:

Charles Atkinson, Head Custodian
Boonjun Bolden (part time)
Karl Schenck (part time)
Ray Eckert (part time)
Charles Osborn (part time) (Page 4707)

Employment-Custodial Staff – 10 Month

The contract and salary for the 2013-2014 school year for the following custodial staff:

Tammy Goss (part time) (Page 4707)

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Employment-Hall Monitors

The following as hall monitors during the 2013-2014 school year:

Nancy Brown – a.m. duty

Rose McAllister – p.m. duty

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Employment-Bus Aide

The following as a bus aide per student IEP:

Sommer Law

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Employment-SACC

The following for the School Age Child Care (SACC) Program, effective 7/1/13:

Deanna Bowling, Director Amanda Sigars, Leader

Katie Handte, Lead Aide Allison Hitchner, Leader

Susan Remster, Leader Mariah Sigars, Leader

Shannon Whyte, Leader Morgan P. Schultz, Leader

Ella Parish, Leader

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Support Staff Stipends

The Board approve stipends for the following:

Barbara Rishel – substitute calling - \$3,174

Donna Dolbow – SACC Bookkeeper - \$4,140

Charles Atkinson – SACC Custodian - \$1,325

Substitute Salaries

The salaries of all substitutes for the school year 2013-2014 as presented.

Teachers –Substitute \$80 per day

Teachers-Long Term Substitute (sub. cert. only) \$100 per day

Nurse Substitute \$120 per day

Teachers Aides Substitute \$9.00 per hour

Custodian Substitute \$10.00 per hour

Secretary Substitute \$9.00 per hour

Cafeteria Worker Substitute \$9.00 per hour

Student Internship

A student internship for Zachary Feron, Wilmington College, for Social Studies. He will be observing Mr. Beck, Social Studies Teacher during the first semester of the 2013-14 school year.

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

Motion carried: 8-0

OTHER BUSINESS

Motion made by Mr. Donohue, second by Mr. Dyer, to approve the following recommendations:

Professional Development Plan – 2013-2014

The Professional Development Plan for 2013-2014.

Policy #5125 – Student Records

The revision of Policy #5125 – Student Records.

HIB Self Assessment Survey

The HIB Self Assessment Survey.

HIB Report

The May 28, 2013 HIB Report.

Summer Work Hours – Office Staff

Summer work hours for office staff – Monday through Friday, 7:30 a.m. to 4:15 p.m., effective July 1, 2013. (Employees will work 4 days per week with different days off to ensure coverage.)

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

Motion carried: 8-0

FINANCIAL

Motion made by Mrs. Price, second by Mr. Dennison, 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 April 30, 2013 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 April 30, 2013, 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 4709-4719)

Cash Summary Report

The cash summary report for the month of April 2013.

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Transfers

The transfers for the month of May 2013.

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Bills to be Paid

The payroll and agency for April 2013 and the bill list for May 2013.

(Pages 4722-4724)

Shared Business Services 2013-2014

Entering into shared business services agreements with the following districts effective July 1, 2013 through June 30, 2014:

Elsinboro	\$ 52,000 (increase of \$8,000/18.2%)
Lower Alloways Creek	\$ 88,100 (increase of \$9,600/12.2%)
Mannington	\$ 75,200 (increase of \$10,000/15.3%)
Total	\$215,300 (increase \$27,600/overall 14.7%)

(Not renewing Mannington clerical)

Shared Superintendent Agreement

Entering into Shared Superintendent Agreement with Upper Pittsgrove District for 50% of all applicable costs for 2013-2014 year at a fee to Upper Pittsgrove of \$82,800 effective July 1, 2013 through June 30, 2014 payable quarterly to Alloway (August 2013, November 2013, February 2014 and May 2014). (\$800 increase)

Shared Cafeteria Managerial Services 2013-2014

Entering into food service contract agreement for cafeteria managerial services with Lower Alloways Creek Board of Education effective September 1, 2013 through June 30, 2014. A management fee of \$12,800 (payable twice per year: Sept. 1 and February 1) shall be made to Alloway for the services (increase of \$500).

Shared CST Services 2013-2014

Entering into shared service agreements for Child Study Team Services for the 2013-2014 school year with Upper Pittsgrove District. The Child Study Team will spend 50% time at Alloway and 50% time at Upper Pittsgrove effective September 1, 2013 through June 30, 2014. Upper Pittsgrove will make payments to Alloway twice per year on September 1 and February 1. Cost to Upper Pittsgrove: \$123,500 (increase of \$2,500 – 2.7%).

Salem County Special Services School District-Services – Speech/OT/PT

Entering into agreement with Salem County Special Services School District for OT/PT/Speech Services as per the fee schedule when required for services in the 2013-2014 school year.

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

Motion carried: 8-0

Motion made by Mr. Morris, second by Mr. Donohue, to approve the following recommendations:

Reappointments – 2013-2014

The reappointments and renewals as per the list for 2013-2014 school year as recommended by the Superintendent.

(Pages 4725-4726)

Designation of Depository of Funds

The following as designated depositories for Alloway funds:

Fulton Bank of New Jersey and Century Savings (general, payroll, agency, capital reserve, school account, flexible spending) for the 2013-2014 school year as per the recommendation of the Superintendent.

Designation of Signatories

The following for the 2013-2014 school year as per the recommendation of the Superintendent:

General Account: (3) President, Superintendent, Board Secretary/Business Administrator
Finance Chairperson (as an Alternate)

Payroll/Agency: (2) Board Secretary and Superintendent

Student Activity: (2) Board Secretary/Bus Admin. and Admin. Secretary

Petty Cash Fund/Custodian

The following petty cash accounts and custodians of the following accounts:

Bd. Office/Custodial/Admin.	\$250	Gina Abbott
SACC	\$250	Gina Abbott

Section 125 Plan

A section 125 plan (flexible spending account) to non-certified support staff for the 2013-14 school year. Reimbursements shall be as follows:

Full time employees (over 30 hours per week) with 4 or more years of service: \$1000
(previously \$900)

Full time employees with less than 4 years of service: \$525 (previously \$450)

Part time employees who work 25 -30 hours per week: \$300 (this is new-would apply to instructional aides and cafeteria staff)

Alliance for Competitive Energy Services (ACES)

Entering into agreement through the ACES for electric generation agreement between Alloway Board of Education and the First Energy Solution Corp., electric supplier and lowest bidder, as per the ACES bid issued in February 2013.

NJSBAIG -Amendment to ByLaws

The Resolution the proposed amendments to NJSBAIG By-Laws as proposed and approved by the NJSBAIG Board of Trustees, that requires seventy-five percent of member school districts for passage and as per the attached By-Law Change Summary.

Copier Lease-CST and back wing

Entering into a contract with Ricoh USA for leasing (1) 4002SP copier for the CST office. This is a 4 year lease at a cost of \$184.52/month plus .012/copy for any overages. The copier is on State Contract #82709. This lease replaces the expired lease on the copier that is currently in the CST office. In addition, we will not be replacing the copiers in the Teacher's workroom and the Curriculum Room at this time.

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Lunch Prices 2013-2014

The following lunch prices for 2013-2014:

	<u>Proposed Cost</u>	<u>Inc over prior yr</u>
PreK Snack (w/milk)	\$0.60	\$0.00
Student lunch (K-8)	\$2.30	\$0.05
Main entrée (w/out lunch)	\$2.00	\$0.00
Extra entrée (w/lunch)	\$1.75	\$0.00
Milk/juice	\$0.50	\$0.00
Ice Cream	\$.30-\$1.00	\$0.00
Chips cookies, snacks	\$.30-\$1.00	\$0.00
Salads (Wed & Thurs K-8)	\$2.30	\$0.05
Teacher lunch	\$3.80	\$0.05
Teacher Salad	\$3.80	\$0.05

The state has determined that Alloway must increase the lunch price for paid lunches for the 2013-2014 school year as per the "Equity in School Lunch Pricing" provisions of NJ.

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

Motion carried: 8-0

DISCUSSION ITEMS/FYI

Enrollment report – 401

Suspensions – April 2013

- Gr. 7 student, 1 day internal, punching another student
- Gr. 7 student, 1 day internal, punching another student
- Gr. 7 student, 1 day external, kicking another student
- Gr. 8 student, 1 day internal, unsafe behavior

Fire Drill held on 4/26/13

Security Drill held on 4/18/13

PRESIDENT'S REPORT

Communications to the Board

1. Letter dated April 29, 2013 from Jessica Ferraro, teacher, thanking board for 2013-14 re-appointment.
2. Letter from Alloway PTA regarding Ice Cream Social/Talent Show on June 6, 2013.

Old Business - None

New Business

School Election petitions have been distributed to Dave Lounsbury, Phil Donohue and Meghan Price for November 2013 school election. Petitions are due to the County Clerk by 4 p.m. on June 4, 2013.

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July 8 – July 22, 2013 – Dr. Bazzel taking two weeks of vacation. (Per contract: Must notify board if taking 2 weeks.)

Committee Reports:

Woodstown Pilesgrove Board of Education Highlights dated April 25, 2013 – Mr. Morris.

PUBLIC COMMENT

Mr. Harry Harding asked questions regarding budget and the teachers contract settlement.

Mr. Patrick Price inquired whether the Board ever considered the installation of solar panels? Mr. Lounsbury stated that the board has looked into but not feasible at this time.

Mr. Harding also asked the status of a new roof. Mrs. Joyce replied that tests are scheduled to be performed on the roof (moisture analysis and tensile strength) in the next month. This will determine the extent of the roof repairs.

ADJOURNMENT

Motion by Mr. Donohue, second by Mr. Dyer, that there being no further business to be brought before the board that the meeting be adjourned at 8:13 p.m.

VOICE VOTE: Unanimously Approved.

Motion Carried: 8-0

Respectfully submitted,

Rebecca S. Joyce
Business Administrator