

**Alloway Township School
Regular Meeting
November 26, 2013**

CALL TO ORDER

The regular meeting of the Alloway Township Board of Education was called to order by President David Lounsbury on Tuesday, November 26, 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 (arrived at 7:05 p.m.), Michael Dennison, Joseph Dyer, Colleen Fulmer, Richard Morris, David Lounsbury

Members Absent: Michael Clarke, Philip Donohue, Meghan Price

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 Mr. Dennison, second by Mrs. Fulmer, that the regular meeting and executive session minutes of October 15, 2013 be approved as per the recommendation of the Superintendent and Business Administrator.

VOICE VOTE: Unanimously Approved.

Motion Carried: 5-0

PUBLIC COMMENT

Mrs. Hildebrand asked the board to recognize Veteran's Day next year by either closing school or having a program to teach children the meaning of Veteran's Day. Mr. Morris and Mr. Lounsbury both expressed their desire to keep the school calendar as it is, and to have school on Veteran's Day but to have a program to teach students the reason we have Veteran's Day.

SUPERINTENDENT'S RECOMMENDATIONS

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

PERSONNEL - PROFESSIONAL

Workshop Participation

The following workshop participation:

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STAFF	LOCATION	WORKSHOP	DATE	COST	SUB COST	MILEAGE
J. Corvino L. Ramos M. Emel	Cherry Hill, NJ	What's New in 3rd Grade	12/2/13	\$229 ea	X	X
J. Ferraro	Glassboro, NJ	McSiip Math & Sc. Workshop	12/17/13	\$125	X	X
K. Handte D. Hoffman	New York, NY	Natl. After School Assoc. Convention	2/28/14- 3/3/14	\$520 each		X
K. Hoglen A. Derenberger	Atlantic City, NJ	Pre-K Conference	2/25/13	\$219 ea	X	X
D. Dolbow R. Joyce	Mount Laurel, NJ	Ethics in Business Law and Purchasing	12/12/13	\$50 each	No	No

New Stipend Position

The following new stipend position for certified staff:

Chris Beck & Lisa Ramos Mid. School Acad. League Team Adv. \$30/hour (for a cap of \$2,000 total)

Student Teachers - Spring Semester

The following student teachers:

Mary Hitchner Mrs. Heather Principe, Grade 4
Gina Buggy Mrs. Anne Baehr, Kindergarten & Mrs. Lisa Ramos, Grade 3
Jessica Lloyd Mrs. Karen Wildermuth, Grade 4

Mrs. Caltabiano arrived 7:05 p.m.

PERSONNEL – SUPPORT

Employment-Substitutes

The following personnel to be added to the 2013-2014 school year substitute list:

Gail Kirkwood Mealey, Bridgeton, NJ, Sub. Nurse (\$120/day)

Cafeteria Aide

Melissa Young as a Cafeteria Aide starting October 31, 2013 through June 30, 2014 at the annual salary of \$4,175 (\$10/hour). Mrs. Young will work 2 ½ hours per day (10:30 a.m. to 1:00 p.m.), 167 days with 10 sick days (prorated to 8 for this contract) and two personal days. There are no health benefits associated with this position.

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Unpaid Family Leave

An unpaid family leave for an employee (TT) whose name is on file in the board office effective November 27, 2013 through December 20, 2013.

VOICE VOTE: Unanimously Approved.

Motion Carried: 6-0

OTHER BUSINESS

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

Crisis Plan - 2013-2014

The update of the school's crisis plan for the 2013-2014 school year. Dr. Bazzel thanked Mrs. Morton for gathering the data and putting all together in one binder. A copy is on file in the main office.

Policy Revisions

The following policy revisions:

Policy #4112.2 - Certification

Policy #4131/4131.1 - Staff Development: Inservice Education/Visitations, Conferences

First Reading - Policy #2125 - Evaluation of Principals

The first reading of Policy #2125 - Evaluation of Principals.

Nursing Services Plan 2013-2014

The 2013-2014 Nursing Service Plan which has been reviewed and signed by the school nurse and medical examiner for procedures and compliance. A copy is on file in the board office.

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

Motion carried: 6-0

FINANCIAL

Motion made by Mr. Dyer, 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 October 31, 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.

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Board Secretary's Certification

Pursuant to **N.J.A.C. 6A:23-2.12(c) 3**, I certify that as of October 31, 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 4857-4867)

Cash Reconciliation Report

The cash reconciliation report for the month of October 2013. (Page 4868)

Transfers

The transfers for the months of October and November 2013. (Page 4869)

Bills to be Paid

The payroll and agency for October 2013 and the bill list for November 2013. (Pages 4870-4873)

2012-2013 CAFRA

The Comprehensive Annual Financial Report (CAFRA), audit synopsis, recommendations and findings for the 2012-2013 Alloway School District audit as presented and discussed. A Corrective Action Plan is not required for approval since there were no audit recommendations or findings as reported by the auditor, Petroni and Associates, LLC. (Copies of the audit were distributed electronically to all board members on October 24, 2013.) (Pages 4874-4878)

Budget Calendar 2014-2015

The 2014-2015 Budget Calendar with estimated dates pending state aid and any changes per state mandate. (Page 4879)

Tuition Contract 2013-2014 SCVTS

Entering into the tuition agreement with Salem County Vocational Technical Schools for 2013 - 2014 school year at the cost of \$40,500 for 23 full-time (\$1,500 each) and 8 shared-time (\$750 each) Alloway students.

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

Motion carried: 6-0

DISCUSSION ITEMS/FYI

Enrollment report – 384

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Suspensions - October 2013:

Gr. 7 student, 1 day internal, defiance

Security Drill - October 17, 2013; Fire Drill – October 31, 2013

HIB Report

Motion made by Mr. Morris, second by Mr. Dennison, to approve the HIB Report – November 26, 2013.

VOICE VOTE: Unanimously Approved.

Motion Carried: 6-0

PRESIDENT'S REPORT

NJSBA presented the 2013 Safety Award and plaque to Alloway Twp BOE at the Annual Insurance meeting on October 23, 2013.

Election Results: Mr. Lounsbury - 968; Mrs. Price - 959; Mr. Donohue – 955

Elected board members will be installed at the reorganization meeting on January 7, 2014.

Letter from NJSBA dated 10/30/13-Mr. Dyer and Mrs. Fulmer have completed the mandated board training for 2013 as required under the *School Ethics Act*. All board members who required training in 2013 have completed that training.

The December 17, 2013 regular monthly meeting will be cancelled. The board will meet on Tuesday, January 7, 2014 for reorganization and regular monthly meeting, and meet again on January 28, 2014 for regular monthly meeting.

Unfinished Business

Alloway (town) students attending WHS are now being picked up at the gazebo located at the municipal building instead of at the Alloway School. This provides shelter for these students on inclement weather days.

New Business

Mr. Lounsbury discussed the student dismissal procedures. Changes were made in pick-up procedures and additional training was provided to the school safeties.

Appointment of Ad Hoc Committee for Long Range Planning: Mr. Dyer, Mrs. Fulmer & Mr. Morris - meeting 12/3/13 - 5:30-7:00 p.m.

Dr. Bazzel will be scheduling presentations from teachers to the BOE during winter months.

Committee Reports

Woodstown-Piles Grove BOE meeting notes - Mr. Morris stated that Mr. Snyder was named the new middle school principal. He starts January 27, 2014.

Mr. Dennison reported that a SACC meeting was held in October. Three field trips have been added this year to occur during teacher in-services this year.

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PUBLIC COMMENT

None.

ADJOURNMENT

Motion by Mrs. Fulmer, second by Mr. Dennison, that there being no further business to be brought before the board that the meeting be adjourned at 7:31 p.m.

VOICE VOTE: Unanimously Approved.

Motion Carried: 6-0

Respectfully submitted,

Rebecca S. Joyce
Business Administrator