

**Alloway Township School  
Regular Meeting  
May 27, 2014**

**CALL TO ORDER**

The regular meeting of the Alloway Township Board of Education was called to order by President Michael Dennison on Tuesday, May 27, 2014 at 5:31 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. Dennison, President, led the group in the pledge to the flag.

**ROLL CALL OF MEMBERS**

Members Present: Michael Dennison, Joseph Dyer, Philip Donohue, Coleen Fulmer, David Lounsbury, Richard Morris.

Members Absent: Cathleen Caltabiano, Michael Clarke, 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.

**PUBLIC COMMENT**

Ms. Kim Spina, Alloway resident and parent, stated she was concerned about her 7<sup>th</sup> grade daughter, who was bullied at the PTA dance last week. She stated her daughter was pushed to the floor by a group of students. She wanted assurance that this won't happen again. The incident was investigated and not found to be HIB. Students say the girl fell. The student's father stated perhaps dances can be policed better (chaperones more attentive), or perhaps cameras could be installed in the gym.

**APPROVAL OF MINUTES**

Motion by Mr. Lounsbury, second by Mr. Donohue, that the regular meeting and executive session minutes of April 29, 2014 be approved as per the recommendation of the Superintendent and Business Administrator.

**VOICE VOTE:** Approved.

Abstain: C. Fulmer

Motion Carried: 5-0-1

**SUPERINTENDENT'S RECOMMENDATIONS**

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

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**PERSONNEL - PROFESSIONAL**

Retirement Notification

The letter of notification (dated May 20, 2014) for retirement of Mrs. Candy Miller, effective May 30, 2014. Mrs. Miller has been a teacher at Alloway School for 37 years.

ESY 2014 Instructor

Authorization for the Superintendent to hire ESY instructors effective July 1 - July 30, 2014, three days per week, approximately three hours per day, with final approval at the June meeting. This was advertised with deadline to apply of May 22, 2014 (to allow securing applicant prior to June meeting).

Workshop Participation

The following workshop participation:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
N. Simpson	Baltimore, MD	Autism & Asperger's Syndrome Conf.	8/8/14	\$155		

Continuing Education

Ms. Jessica Ferraro to conduct an action research project in order to fulfill her final requirement to obtain her Master's Degree in Curriculum and Instruction. This project will be conducted during math period and will not include any student's name or photograph.

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

Motion carried: 6-0

**PERSONNEL - SUPPORT**

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

Resignation - Board Clerk

Accept, with regret, the resignation of Mrs. Gina Abbott, board clerk, effective June 30, 2014. Further, to approve Mrs. Abbott as board office consultant during the 2014-15 school year to help with transition at the rate of \$20.00 per hour. Mrs. Abbott has been with the district 9 years.

Resignation - Bus Aide

The Board accept the resignation of Mrs. Tina Scott, bus aide, effective May 16, 2014.

Substitute Bus Aides

Ms. Barbara Rishel and Mrs. Kathy Feron as substitute bus aides, per student's IEP, effective May 17 through June 30, 2014. Rate is \$14.45 per hour for 1.0 hour per day per person.

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Part-time instructional Classroom Aide

Sarah Lodge as part-time instructional aide (per IEP) starting May 7 through June 30, 2014 at the annual salary of \$14,400 (5.75 hours per day @ \$80.00/day; pro-rated to 35 days). Total cost for May 7 through June 19, 2014 is \$2,800. There are no other benefits associated with this contract.

Employment - Administrative Staff

The contracts and salaries for the 2014-15 school year for the following staff:

Kathy Elmer - Secretary to the Superintendent  
Barbara Rishel - Secretary to the Principal/Attendance Officer  
Elizabeth Lodge - CST Secretary (P/T, 10 month)  
Cindi Seip - Board Clerk (Shared Bus. Services, P/T, 12 month)

Employment - Classroom Aides

The contracts and salaries for the 2014-15 school year for the following classroom aides (all aides required as per IEPs, with the exception of the Kindergarten and Pre-Kindergarten aides):

Full time: Connie Freeman Jane Johnson (K)  
Part time: Teri Bowen Kathy Feron  
Dawn Kimble Deann Nutt (PreK)  
Christine Scott Theresa Turner  
Lorrie Wagner Jamie Wilson

Employment - Cafeteria Staff - 10 Month

The contracts and salaries for the 2014-15 school year for the following cafeteria staff:

Cindy Tarry - Manager  
Nancy Brown - Cafeteria Worker  
Dawn Harding - Cafeteria Worker  
Rosemarie McAllister - Cafeteria Worker

Abstain: D. Lounsbury

Employment - Lunchroom Aides - 10 Month

The Board approve the contracts and salaries for the 2014-15 school year for the following lunchroom aides:

Melissa Young Katie McAllister

Employment - Custodial Staff - 12 Month

The contracts and salaries for the 2014-15 school year for the following custodial staff:

Charles Atkinson - Head Custodian  
Boonjun Bolden Ray Eckert  
Charles Osborn (part-time, 10 hrs/week) Karl Schenck

Employment - Hall Monitors

The following as hall monitors for the 2014-15 school year:

Nancy Brown - morning duty  
Rosemarie McAllister - afternoon duty

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Employment - Bus Aide

The following as a bus aide for the 2014-15 school year, per student's IEP:

Dawn Harding

Abstain: D. Lounsbury

Employment – SACC

The following for the School Age Child Care (SACC) Program, effective 7/1/14:

Deanna Bowling - Director Kaiti Handte - Lead Aide

Allison Hitchner - Leader Ella Parish - Leader

Susan Remster - Leader Mariah Sigars - Leader

Morgan P. Schultz - Leader Shannon Whyte - Leader

Support Staff Stipends

The following stipends for the 2014-15 school year:

Barbara Rishel - substitute calling \$3,250

Kathy Elmer - webmaster \$1,008

Substitute Salaries

The following substitute salaries for 2014-15 as follows:

Teachers	\$90.00/day
Teachers - Long-term substitute (Sub. cert only)	\$100.00/day
Nurse	\$120.00/day
Teacher's Aide	\$10.00/hour
Custodian	\$10.00/hour
Secretary	\$10.00/hour
Cafeteria worker/Lunchroom Aide	\$10.00/hour

Summer Work Hours - Office Staff

Summer work hours for office staff as Monday through Friday, 7:30 a.m. to 4:15 p.m., effective July 1, 2014 through August 29, 2014. Office employees will work four days per week with different days off to ensure full coverage.

Summer/Substitute Custodian

Mrs. Dawn Harding as a summer/substitute custodian. She will work on an as-needed basis and will be paid \$11.50 per hour. There are no other benefits associated with this position.

Abstain: D. Lounsbury

**ROLL CALL VOTE:** YES: P. Donohue, J. Dyer, C. Fulmer, D. Lounsbury, R. Morris,

M. Dennison

Motion carried: 6-0

**OTHER BUSINESS**

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

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SACC Trips

The following summer trips for SACC:

6/25/14	Mannington Pool
6/27/14	Scoops and Slices
7/2/14	Mannington Pool
7/4/14	Woodstown 4 <sup>th</sup> of July Parade – Parent Transport
7/8/14	Regal Cinemas @ Cumberland Mall
7/9/14	Dutch Wonderland
7/16/14	Mannington Pool
7/23/14	Scoops and Slices
7/29/14	Regal Cinemas @ Cumberland Mall
7/30/14	Mannington Pool
8/6/14	Ocean City Boardwalk – Gillian’s Piers
8/12/14	Regal Cinemas @ Cumberland Mall
8/13/14	Mannington Pool
8/20/14	Scoops and Slices

Transportation Renewals

Adjusting the start and end times of the school day for the 2014-15 school year by 10 minutes, so that school starts 10 minutes earlier (buses unload at 7:43) and ends 10 minutes earlier (school is dismissed at 2:25). There are 3 schools in Salem County that expect to adjust their times next year (Alloway, Quinton and Mannington) so that bus routes can be tiered and districts can achieve higher transportation efficiency ratings from the State. In addition, the bus contractor has indicated that they will freeze prices on route renewals for the next 2 years if all 3 schools agree to changing their times and tiering the afternoon routes. This amounts to a savings to Alloway of approximately \$4,500 for 2014-15.

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

Motion carried: 6-0

**FINANCIAL**

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

Board Secretary Certification

**Boards’ 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, 2014 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: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.

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**Board Secretary's Certification**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of April 30, 2014 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, 2014.  
(Pages 5018-5028)

Cash Reconciliation Report

The cash reconciliation report for the month of April 2014. (Page 5029)

Transfers

The transfers for the months of April and May 2014. (Page 5030)

Bills to be Paid

The payroll and agency for April 2014 and the bill list for May 2014. (Pages 5031-5034)

Woodstown-Pilesgrove Tuition Contracts 2014-2015

Entering into contract with the Woodstown-Pilesgrove School District for 2014-15 tuition as follows:

Regular Ed: \$12,740/student x 150 F/T & 2 S/T	\$1,923,740.00
Resource Center: \$11.20/hour x 9,249 hours	103,588.80
Twilight Program: \$12,740 x 4 F/T	50,960.00
2012-2013 Tuition adjustment due	<u>61,437.40</u>
TOTAL:	\$2,139,726.20

**ROLL CALL VOTE:** YES: P. Donohue, J. Dyer, C. Fulmer, D. Lounsbury, R. Morris,  
M. Dennison  
Motion carried: 6-0

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

ESY Tuition 2014

The 2014 extended school year tuition costs for two Alloway students attending out-of-district placements: Bankbridge Development Center (2 students), 7/7/14-8/7/14, Mon-Thu., 8:45 a.m.-1:45 p.m. Extended school year tuition rate is \$3,900 per student, and if an aide is required by student IEP, the aide rate is \$3,180 per student. Transportation costs for ESY are out to quote and will be approved at the June meeting.

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SCSSSD Related Services 2014-2015

Entering into 2014-15 agreement with Salem County Special Services School District for Itinerant Shared Services, if needed, including evaluations, therapy, home instruction and various related services as per the 2014-15 rates.

Professional Appointments 2014-2015

Professional Appointments/Renewals for 2014-15.

(Pages 5035-5036)

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

Motion carried: 6-0

Professional Appointment - Auditor 2014-2015

The Board reviewed the Request for Proposals for Auditor as presented by the Business Administrator.

Petroni & Associates	\$11,000
Nightlinger, Colavita & Volpa	\$10,575
Triantos & Delp	Not interested in submitting bid

Following discussion, motion made by Mr. Morris, second by Mr. Dyer, to appoint Petroni & Associates for the 2014-15 school year at the rate of \$11,000.

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

Motion carried: 6-0

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

Designation of Depository Funds

The following as designated depositories for Alloway funds: Fulton Bank of New Jersey and Century Savings Bank (general, payroll, agency, capital reserve, student activity & flexible spending accounts) for the 2014-15 school year as per the recommendation of the Superintendent.

Designation of Signatories

The following for the 2014-15 school year as per the recommendation of the Superintendent:

- General account: (3) President, Superintendent & Board Secty/Bus. Admin. (Finance Chairperson as Alternate)
- Payroll/Agency: (2) Board Secretary/Bus. Admin. & Superintendent
- Student Activity: (2) Board Secretary/Bus. Admin. & Admin. Secretary

Section 125 Plan

Offering the Section 125 Plan (flexible spending account) to staff for the 2014-15 school year.

Reimbursements shall be as follows:

Full-time employees (over 30 hrs/week) with 4 or more years of service: \$1,000

Full-time employees with less than 4 years of service: \$ 525

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Part-time employees who work 25-30 hrs/week: \$ 300

Architect of Record for Roof Renovations and Secure Vestibule

The board approve Spiezle Architectural Group as the Architect of Record for Roof Renovations and Secure Vestibule as per their proposal.

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

Motion carried: 6-0

**DISCUSSION ITEMS/FYI**

Enrollment – 384

Fire Drill - 4/11/14

Security Drill - 4/28/14

Suspensions - April 2014

Grade 8 student - 1 day internal, endangering another student

HIB Report

Motion made by Mrs. Fulmer, second by Mr. Donohue, to approve the HIB Report - dated 5/27/14.

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

Motion carried: 6-0

**PRESIDENT'S REPORT**

**Communications to the Board**

Board Self-Evaluation

Discussion and acceptance of the report completed online of the annual board evaluation. Six out of nine board members completed. Mr. Dennison reviewed weaknesses identified – board member attendance at meetings, board training, community relations.

Correspondence - Letter from Michelle and Robert Williams – not participating in PARCC testing.

**New Business**

Distribution of Dr. Bazzel's report on the 2014-2015 Superintendent Goals. These are to be used in completing online Superintendent Evaluation accessed through NJSBA (to be completed by board members by June 6, 2014 ). You will receive an email from NJSBA notifying you that Dr. Bazzel has completed his portion of the online evaluation. Mrs. Joyce will be available after the board meeting to assist any board member wishing to stay and complete the evaluation.

**Resignation of Board Member**

Motion made by Mr. Lounsbury, second by Mr. Donohue, to accept the resignation of Meghan Price, Board Member, and advertise for vacancy.

**VOICE VOTE:** Unanimously Approved.

Motion Carried: 6-0



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NJSBA – Delegate Assembly – Mr. Donohue stated that the Resolution proposed by Alloway and Upper Pittsgrove to the Delegate Assembly was overwhelmingly approved. NJSBA is meeting with legislators in June to move the resolution forward.

**PUBLIC COMMENT**

Mrs. Quirk asked what would be the new start time for school next year? Dr. Bazzel stated it would be 7:50 p.m.

**EXECUTIVE SESSION**

Motion by Mr. Lounsbury, second by Mrs. Fulmer, that the Board enter into executive session by Resolution at 6:26 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 7:00 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 **Confidential matters per statute or court order; litigation, contract negotiations, or attorney-client privilege**

**VOICE VOTE:** Unanimously Approved.

Motion Carried: 6-0

Motion by Mrs. Fulmer, second by Mr. Dyer, to return to the public portion of the meeting at 6:40 p.m.

**VOICE VOTE:** Unanimously Approved.

Motion Carried: 6-0

**ADJOURNMENT**

Motion by Mrs. Fulmer, second by Mr. Dyer, that there being no further business to be brought before the board that the meeting be adjourned at 6:41 p.m.

**VOICE VOTE:** Unanimously Approved.

Motion Carried: 6-0

Respectfully submitted,

Rebecca S. Joyce  
Business Administrator