

5208 Alloway Township School  
Reorganization & Regular Meeting  
January 6, 2015

**Call To Order**

Mrs. Rebecca Joyce, Board Secretary, called to order the reorganization meeting of the Alloway Township Board of Education on Tuesday, January 6, 2015 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**

Mrs. Rebecca Joyce, Board Secretary, led the group in the pledge to the flag.

**Oath of Office**

Business Administrator issued the Oath of Office to newly elected Board Members:

Colleen Fulmer-3 year term  
Richard Morris-3 year term  
Michael Clarke-3 year term  
Elizabeth Decktor-2 year term

**Roll Call of Members**

Members Present: Cathleen Caltabiano, Michael Clarke, Elizabeth Decktor, Michael Dennison, Philip Donohue, Joseph Dyer, Colleen Fulmer, David Lounsbury, Richard Morris  
Also in Attendance: Mrs. Joyce, Board Secretary and Dr. Bazzel, Superintendent  
A list of the public attending is on file in the board office.

**Nominations**

Motion by Mrs. Fulmer, second by Mr. Morris, to nominate Michael Dennison for President.

Motion made by Mr. Donohue, second by Ms. Decktor, to close the nomination for President.

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

***Motion carried: 9-0***

The Board Secretary opened the floor for nominations for Vice President of the Board.

Motion by Mr. Morris, seconded by Mrs. Caltabiano, to nominate Colleen Fulmer for Vice President.

Motion made by Mr. Donohue, second by Mr. Dyer, to close the nomination for Vice President.

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

***Motion carried: 9-0***

Meeting turned over to the elected board president.

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

**Designation of Newspaper**

The designated official newspaper for the 2015 year as *South Jersey Times*. (This publication covers Salem, Gloucester & Cumberland Counties.)

**Designation of Regular Meeting Dates**

The fourth Tuesday of the month (unless noted) for the 2015 calendar year as per the attached.

(Page 5216)

**Appointment of Board Secretary**

The appointment of Rebecca Joyce, as Board Secretary and Donna Dolbow and/or Shannon DuBois as alternate(s), effective January 2015 and until next reorganization meeting in January 2016.

**Designation of Depository of Funds**

The designated depositories for Alloway Funds:

- Fulton Bank of New Jersey (general account, payroll, agency, capital reserve, school account and flexible spending).
- Century Savings-(General Account and Capital Reserve- Certificates of Deposit)

**Designation of Signatories**

The following signatories for the 2014-2015 school year:

- General Account: (3) President, Supt., Board Secretary/Bus. Ad.  
Finance Chairperson as Alternate
- Payroll/Agency Account: (2) Board Secretary/Bus. Adm. and Supt.
- Student Activity: (2) Board Secretary/Bus. Adm. and Admin. Secretary

**Adopt Policy Manual**

All existing policies, bylaws and regulations for the 2015 year as per the recommendation of the Superintendent.

**Adopt District Curriculum**

The district curriculum as listed below for the 2015 year as per the recommendation of the Superintendent:

- Art, Technological Literacy; Family Life/Health; Language Arts Literacy, Mathematics, Science, Social Studies, Physical Education, Exploratory Cycles, Library/Media Skills, Visual/Performing Arts, World Language (Spanish) and Career Education.

**Approve Textbooks**

The textbooks associated with the approved curriculum that will be used during the 2015 school year as per the recommendations of the Superintendent.

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

**Motion carried: 9-0**

5210 Alloway Township School  
 Reorganization & Regular Meeting  
 January 6, 2015

**Appointment of Committees/Representatives**

Mr. Dennison, Board President, assigned board members to the 2015 Board Committees, appointed the Committee Chairpersons, and appointed board members as the NJSBA/SCSBA delegates. (Page 5217)

**Appointment of Woodstown-Pilesgrove Representative**

Motion made by Mr. Dyer, second by Mr. Lounsbury, to approve the appointment of Mr. Richard Morris as the Woodstown-Pilesgrove Representative for the 2015 school year. A letter has been received from Department of Education documenting Alloway's entitlement to one representative to Woodstown Pilesgrove Board of Education.

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

**Motion carried: 9-0**

**Public Comment**

None.

**APPROVAL OF MINUTES**

Motion by Mr. Donohue, second by Mr. Lounsbury, that the regular meeting and executive session minutes of November 18, 2014 be approved as per the recommendation of the Superintendent and Business Administrator.

**VOICE VOTE:** Unanimously Approved

**Motion Carried: 9-0**

**SUPERINTENDENT'S RECOMMENDATIONS**

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

**PERSONNEL – PROFESSIONAL**

**Workshop Participation**

The following workshop participation:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
M.Strawderman E.Nienstedt N.Simpson K.DeFebo L.Riggin (free)	Sicklerville NJ	RTI Classroom	1/15/15	\$149 ea	X	X
S.DuBois-Brody	Blackwood NJ	Train The Trainer	1/16/15	\$20		
H.Principe	Glassboro, NJ	PARCC in Elem. School	1/27/15	\$135	X	X

Medical Leave of Absence

A medical leave of absence for an employee whose name is on file in the Board Office. The leave will be from January 5, 2015 through January 23, 2015 and said employee shall utilize accumulated sick time.

Long Term Substitute

Justy Turner as a long-term substitute teacher (at rate of \$100 per day) during the above named employee's medical leave of absence from January 5, 2015 through January 23, 2015.

Home Bound Instruction

Home bound instruction for a student effective immediately. Ms. Shari Rupertus and Mrs. Nancy Brawley will be the instructors at \$30 per hour for 2 hours per day.

**PERSONNEL – SUPPORT**

Resignation - Classroom Aide

The resignation of Mrs. Tina Scott, Classroom Aide, effective December 31, 2014.

Stipend-Webmaster

A stipend of \$1,008/year (prorated to \$604.80 for the remainder of this school year) for Mary Aliberti, Board Clerk for website administrator. (This stipend was previously paid to Gina Abbott, former board clerk).

Employment-Substitutes

The following personnel to be added to the 2014-2015 school year substitute list:

Jessica Boscaglia, Swedesboro, NJ, Sub. Teacher (\$90/day)

Paula Johnson, Pennsville, NJ, Sub. Teacher (\$90/day)

Bus Aide-Reinstatement

Re-approve Deann Nutt (aide) continuing as bus aide for Pre-K route afternoon session coming into Alloway School. This contract was terminated at the November meeting, but due to student needs, the aide will resume and continue duties through the remainder of the 2014-2015 school year.

Employment of Classroom Aides

Authorize the superintendent to hire a full-time classroom aide to replace the open position due to resignation, and a part-time classroom aide, according to student IEP requirement, with approval by the board at the next regular meeting.

**OTHER BUSINESS**

Policy Review - Policy #4119.26 - Use of District Computers, Social Networks, E-mail & Other Forms of Electronic Communications

Policy #4119.26 - Use of District Computers, Social Networks, E-mail & Other Forms of Electronic Communications.

5212 Alloway Township School  
Reorganization & Regular Meeting  
January 6, 2015

Policy Revision - Policy #6171.45 - Independent Educational Evaluations

The Board approve the revision of Policy #6171.45 – Independent Educational Evaluations.

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

*Motion carried: 9-0*

FINANCIAL

Motion made by Mr. Lounsbury, second by Mr. Donohue, 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 November 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.

Board Secretary's Certification

Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of November 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:23-A-16.10(c)2 it is certified that there are no changes in anticipated revenue amounts and sources for the month ending November 30, 2014. (Pages 5218-5226)

Cash Reconciliation Report

The cash reconciliation report for the month of November, 2014. (Page 5227)

Transfers

The transfers for the months of November and December 2014. (Pages 5228-5229)

Bills to be Paid

The payroll and agency for November and December 2014 and bills for December, 2014. (Pages 5230-5234)

Budget Calendar

The 2015-2016 Budget Calendar pending date changes as mandated by the Department of Education/State of NJ. (Page 5235)

Tuition/Transportation Out of District

Tuition for an Alloway student (transferred into district) attending SCSSSD, TCP (Career) Program at annual tuition of \$43,335, prorated from December 1, 2014 through June 30, 2015 at per diem rate of \$240.75. Further, to approve transportation for student on Route Y521, B.R. Williams, contractor, at rate of \$34.54 per diem effective December 1, 2014 through June 30, 2015.

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

**Motion carried: 9-0**

DISCUSSION ITEMS/FYI

Enrollment – 378

Fire Drill - 11/12/14

Security Drill - 11/24/14

Suspensions - Month of November 2014:

Grade 8 student, 1 day internal, disrespect to staff

HIB Report

Motion made by Mr. Donohue, second by Mrs. Fulmer, to accept the HIB Report for December, 2014. There were no incidents to report.

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

**Motion carried: 9-0**

PRESIDENT'S REPORT

**COMMUNICATIONS TO THE BOARD**

Letter from NJSBA acknowledging completion of Gov. II Finance training for Cathleen Caltabiano and Gov. III for Colleen Fulmer.

NJ Association of School Business Officials letter acknowledging Mrs. Joyce having met the requirements for professional registration status as a Registered School Business Administrator.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Mr. Lounsbury stated that he still needs to complete Part II of the online board training. Mr. Lounsbury received a notice on December 30, 2014 that indicated that he had not fully completed the training. Due to school being closed over the winter break and limited access to the internet at home, he was unable to complete the required training by the deadline of December 31, 2014.

Mr. Lounsbury inquired about additional compensation for board office personnel for the extra time that was worked in the business administrator's absence. Dr. Bazzel stated that this topic will be discussed in closed session.

Mr. Joe Dyer indicated that he will miss the July, August and September regularly scheduled board of education meetings, as he has conflicts with his work schedule on those dates.

5214 Alloway Township School  
Reorganization & Regular Meeting  
January 6, 2015

**EXECUTIVE SESSION**

Motion by Mr. Donohue, second by Mrs. Caltabiano, that the Board enter into executive session by Resolution at 7:21 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 the nature of the discussion is:

**Personnel matters and contract negotiations (Superintendent contract)**

**VOICE VOTE:** Unanimously Approved.

*Motion Carried: 9-0*

Motion by Mr. Donohue, second by Mr. Clarke, to return to the public portion of the meeting at 7:50 p.m.

**VOICE VOTE:** Unanimously Approved.

*Motion Carried: 9-0*

**Superintendent Contract**

Motion made by Mrs. Fulmer, second by Mr. Dyer, to approve the submission of the Superintendent's contract to the County Executive Superintendent for approval. The terms of the contract call for a five year term (from 7/1/15 – 6/30/20), and salary increases of 1.5% per year for the first 4 years of the contract, with an increase of 2.0% in the 5<sup>th</sup> and final year. In addition, the Superintendent will be permitted to carry over up to 15 vacation days per year (currently permitted to carry up to 10 days per year), and increases of the board contribution to Section 125 plan of \$100 in year 1, \$150 in year 2 and \$250 in year 3 (currently at \$1,000/year, but will increase to \$1,100/\$1,250/ \$1,500) The details of the new contract were provided to all board members, with a copy of the revised contract in its entirety to be provided to each board member via email prior to final approval.

Board ratification by both the Alloway and Upper Pittsgrove Boards of Education will follow pending approval of the contract by the County Executive Superintendent.

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

*Motion carried: 9-0*

**Additional Compensation – Business Officials**

Motion made by Mr. Donohue, second by Mrs. Fulmer, to approve the payment of additional compensation to Donna Dolbow and Shannon DuBois-Brody, Alloway Business Officials, in the amount of \$3,600 each. This compensation is for hours worked over and above their normal contracted

**Alloway Township School  
Reorganization & Regular Meeting  
January 6, 2015**

5215

hours during the period from September 2, 2014 through November 30, 2014, when the Alloway Business Administrator was out on medical leave.

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

**Motion carried: 9-0**

Mr. Dyer commended all of the board office employees for doing a great job and working so well together during Mrs. Joyce's absence.

**PUBLIC COMMENT**

Mrs. Dilks inquired about the board meeting schedule. Mrs. Joyce stated all meetings will be held on the fourth Tuesday of each month except March, November and December. Those meetings will be held on the third Tuesday of the month. A copy of the meeting schedule will be emailed to Mrs. Dilks and will also be posted on the school's website.

Mr. Phil Donohue presented a "Welcome Back" cake to Mrs. Joyce in recognition of her return to work following her kidney transplant. Mrs. Joyce stated that she is happy to be back and thanked everyone for the cards, emails, prayers and gift cards sent while she was home recovering.

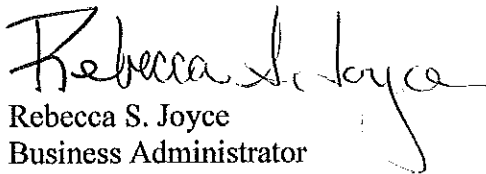
**ADJOURNMENT**

Motion by Mrs. Fulmer, second by Mrs. Caltabiano, that there being no further business to be brought before the board that the meeting be adjourned at 8:04 p.m.

**VOICE VOTE:** Unanimously Approved.

**Motion Carried: 9-0**

Respectfully submitted,

  
Rebecca S. Joyce  
Business Administrator



**ALLOWAY BOARD OF EDUCATION**  
**Closed Session Minutes**

Date: January 6, 2015      Type of Meeting : Reorganization & Regular

Motion to enter by Resolution: P. Donohue  
Second: C. Caltabiano  
Time: 7:21 p.m.

**Vote:**

C. Caltabiano	Yes	M. Clarke	Yes
E. Decktor	Yes	P. Donohue	Yes
J. Dyer	Yes	D. Lounsbury	Yes
R. Morris	Yes	C. Fulmer	Yes
M. Dennison	Yes		

Motion Carried: 9-0

**Discussion:**

1. Extra compensation for Business Officials, Donna Dolbow and Shannon DuBois, for the additional hours worked during the Business Administrator's Medical Leave of Absence.
2. Superintendent contract renewal. Mrs. Joyce and Dr. Bazzel were excused at 7:35 p.m. from this portion of the meeting. Dr. Bazzel returned to the closed session meeting at 7:43 p.m. Mrs. Joyce returned to the closed session meeting at 7:48 p.m.

**Conclusions:**

1. Action taken in open session.
2. Action taken in open session.

**Resume Open Session:**

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

Motion: P. Donohue


Second: C. Caltabiano

Voice Vote: Unanimously Approved

Motion Carried: 9-0

Time: 7:50 p.m.

Respectfully submitted,

  
Rebecca S. Joyce  
Business Administrator