

**CALL TO ORDER**

The regular meeting of the Alloway Township Board of Education was called to order by Mr. Michael Dennison, Board President, on Tuesday, May 24, 2016 at 6:30 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 6:30 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. Michael Dennison, Board President, led the group in the pledge to the flag.

**ROLL CALL OF MEMBERS**

Members Present: Cathleen Caltabiano, Michael Clarke, Michael Dennison, Philip Donohue, Joseph Dyer, Colleen Fulmer, David Lounsbury (arrived at 7:00 pm), Richard Morris

Members Absent: Elizabeth Decktor

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

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

**PRESENTATION**

The following staff members retiring from Alloway School were recognized by the Board of Education for their years of service:

- Connie Freeman, Classroom Aide, for 30 years of service.
- Erin Nienstedt, Basic Skills Teacher, for 25 years of service.
- Kathleen Elmer, Administrative Secretary, for 22 years of service.

A brief intermission was held for everyone to have cake after the presentation.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Motion by Mr. Donohue, second by Mr. Clarke that the meeting minutes of April 26, 2016 be approved as per the recommendation of the Superintendent and Business Administrator.

**VOICE VOTE:** Approved

Abstained: Cathleen Caltabiano, Colleen Fulmer

Motion Carried: 5-0-2

**SUPERINTENDENT'S RECOMMENDATIONS**

**PERSONNEL - PROFESSIONAL**

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

2016-2017 Administrative Salaries

The Board approve the attached 2016-17 Administrative Salaries for Mrs. Joyce, Mrs. Morton, and Mrs. Dubois-Brody.

Note: LAC reimburses Alloway for 85% of Mrs. DuBois-Brody's salary and Elsinboro reimburses Alloway for 20% of Mrs. Joyce's salary. (Page 5668)

Extended School Year Instructors

The Board approve the following ESY instructors for the summer session at the rate of \$30 per hour from July 5, 2016 through August 4, 2016 (9 hours per week):

Jason Rounsaville	Julie Filipponi
Jennifer Williams	Norma Simpson (substitute)
Nancy Brawley (substitute)	

**PERSONNEL - SUPPORT**

Employment-Administrative Support Staff

The Board approve the contracts and salaries for the 2016-2017 school year for the following staff:

Barbara Rishel – Secretary to the Superintendent  
Mary Aliberti – Board Clerk (Alloway and Elsinboro)  
Cindi Seip – Board Clerk (Alloway, Elsinboro and LAC)  
Jacqueline McAllister-Board Clerk (Alloway and Elsinboro) part time  
Elizabeth Lodge – CST Secretary (part time, 10 month)

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Employment-Classroom Aides

The Board approve the contracts and salaries for the 2016-2017 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:	Jane Johnson (K)	
Part Time:	Terri Bowen	Chelsea DeLuke
	Kathy Feron	Zachary Feron
	Amy Freas	Kerry Hars
	Deann Nutt (Pre-K)	Lorrie Wagner
	Jamie Wilson	Deborah Zarin

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Employment-Cafeteria Staff – 10 Month

The Board approve the contracts and salaries for the 2016-2017 school year for the following cafeteria staff:

Cindy Tarry, Manager	Dawn Harding, Cafeteria Worker
Rosemarie McAllister, Cafeteria Worker	Nancy Brown, Cafeteria Worker (Page 5669)

Employment - Lunchroom Aide – 10 Month

The Board approve the contract and salary for the 2016-2017 school year for the following

lunchroom aide: Boonjun Bolden (Monday through Thursday) (Page 5669)

Employment-Custodial Staff – 12 Month

The Board approve the contracts and salaries for the 2016-2017 school year for the following custodial staff: Charles Atkinson, Head Custodian

Ray Eckert                      Boonjun Bolden                      Charles Osborn (part time)                      (Page 5669)

Employment-Custodial Staff – 12 Month (part time)

The Board approve the contracts and salaries for the 2016-2017 school year for the following custodial staff: Cindy Tarry                      Dawn Harding

Each will work 6 hours per day during the summer months when school is not in session, and 2.5 hours per day during the months that school is in session.                      (Page 5669)

Employment-SACC

The Board approve the contracts and salaries for the 2016-2017 school year for the following School Age Child Care (SACC) workers:

Deanna Bowling, Director  
Katie Handte, Lead Aide,                      Susan Remster, Leader  
Alexis Hoglen, Leader,                      Stephanie McElroy, Leader,  
Morgan P. Schultz, Leader                      Lori Thompson, Leader

Note: Ms. Bowling will continue as SACC Director for 2016-17, but will only be compensated for those hours worked outside of her normal working hours as School Secretary.                      (Page 5670)

Support Staff Stipends

The Board approve stipends for the following:

Barbara Rishel – substitute calling \$3,400 (paid twice yearly)  
Elizabeth Lodge - NJSmart - \$2,500 (paid equally over 20 pays)

Substitute Salaries

The Board approve the salaries of all substitutes for the school year 2016-2017 as presented:

Teachers - Substitute	\$ 90.00 per day
Teachers – Long-Term Sub. (working > 10 consecutive days in same classroom)	\$140.00 per day
Nurse Substitute	\$145.00 per day
Teacher’s Aides Substitute	\$ 10.00 per hour
Custodian Substitute	\$ 10.00 per hour
Secretary Substitute	\$ 10.00 per hour
Cafeteria Worker Substitute	\$ 10.00 per hour
Classroom aide as Sub Teacher	\$ 20.00 per hour

Summer Work Hours -Office Staff

The Board approve summer work hours for office staff - Monday through Friday, 7:30 a.m. to 4:15 p.m., effective July 11, 2016 through September 2, 2016. Office employees will work four days per week with different days off to ensure full coverage.

SACC Resignation

The Board accept the resignation of Stephanie McElroy, SACC Leader, effective June 14, 2016.

**OTHER BUSINESS**

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

HIB Report

The Board approve the HIB Report for April, 2016 – 2 incidents to report. (Page 5671)

New Policies-Second Reading

The Board approve the second reading of the following policies:

CODE	POLICY	STATUS
5132.8	Cimex Lectularius/Bed Bugs	New
7150	Use of Drones	New

Policy-Revision

The Board approve the revision to the following policy:

CODE	POLICY	STATUS
3542.35	Wellness & Nutrition	Revision

Request to allow child of staff member to attend Alloway

The Board approve the request from Ms. Kellie Whelan, School Nurse, to allow her child (EW-5th grade) to attend Alloway school tuition free as per policy #5118.

Homeless Agreement - The Board approve entering into the Salem County

Homeless Student Agreement for 2016-2017. The agreement states that Alloway School would not seek tuition for any resident student, excluding special education students, determined to be homeless in accordance with the law, from any Salem County school districts who participate. (100% district participation is anticipated for 2016-2017). (Page 5672)

**ROLL CALL VOTE:** YES: C. Caltabiano, M. Clarke, M. Dennison, P. Donohue, J. Dyer, C. Fulmer, R. Morris  
Motion carried: 7-0

Mr. Lounsbury arrived at 7:00 p.m.

**FINANCIAL**

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

Board Secretary Certification

**Board's 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, 2016 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's 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 April 30, 2016, 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, 2016.  
(Page 5673-5683)

Cash Reconciliation Report

The cash reconciliation report for the month of April, 2016. (Page 5684)

Transfers

The transfers for the month of April and May, 2016. (Page 5685)

Bills to be Paid

The payroll and agency for April, 2016, and bills list for May, 2016. (Page 5686-5688)

Out of District Tuition Contract

The Board approve a tuition contract for out of district special education placement for student CM, attending Bankbridge effective May 9, 2016 through June 30, 2016 at a cost of \$198 per day. In addition, the Board approve a contract for 1-1 aide services for this student, at a cost of \$200 per day.

Out of District Transportation

The Board approve the out of district transportation for student CM attending Bankbridge School, at an approximate cost of \$45.50 per day (plus 7% admin fee) effective May 5, 2016 through the end of the school year. The route is contracted through Gloucester County Transportation, with CJ's Bus Service, route Y1171.

NCLB Grant Amendment

The Board approve the grant revisions to the NCLB Title II A grant as per the attached. (Page 5689)

Professional Appointments 2016-2017

The Board approve the Professional Appointments/Renewals for 2016-2017 school year as per the attached list. (Page 5690)

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Designation of Depository of Funds

The Board approve the following as the designated depositories for funds:  
*Fulton Bank of New Jersey* (general, payroll, agency, capital reserve, school account, flexible spending) and *Century Savings* (capital reserve) for the 2016-2017 school year

Designation of Signatories

The Board approve the following for the 2016-2017 school year as per the recommendation of the Superintendent:

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

Petty Cash Funds 2016-17

The Board approve a petty cash account in the amount of \$250.00 for Administrative, Custodial and SACC purchases, with Mary Aliberti as the custodian of that account.

Section 125 Plan

The Board approve offering a Section 125 plan (flexible spending account) to support staff for the 2016-17 school year. Board contributions shall be as follows:

- Full time employees with 4 or more years of full time service: \$1,000
- Full time employees with less than 4 years of full time service: \$ 500
- Part time employees who work 25 -30 hours per week: \$ 300

Lunch Prices 2016-2017

The Board approve setting lunch prices for 2016-2017:

**Students**

Pre-K Snack (w/ milk)	\$0.60
Student Lunch (K-8)	\$2.60 (increase of 10 cents)
Student Salad (w/lunch components)	\$2.60 (increase of 10 cents)
Main Entree (w/out lunch)	\$2.00
Extra Entree (w/lunch)	\$2.00
Milk/juice	\$0.60
Chips, cookies, snacks	\$.30-\$1.00
Ice cream	\$.50-\$1.00

**Staff**

Staff Lunch including large salad	\$4.50 (increase of 25 cents)
Staff Large Salad only (no milk or sides)	\$4.25
Staff Small Salad	\$2.50
Milk	\$.60
Bottled Water (8 oz) or Iced Tea	\$.50

Occupational Therapy Services 2016-2017

The Board approve entering into agreement with Professional Therapy Services, LLC, for providing Occupational Therapy Services to students, per I.E.P. for 2016-2017 school year at \$70 per hour up to 10 hours per week including direct, indirect, consultations, screenings and administrative services.

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Additional services of parent education series and staff inservice training may be provided upon request at no charge.

Summer SACC Trips

The Board approve the following 2016 summer SACC trips and bus costs:

Dates	Destination	Bus Cost
June 23, July 7, 21, Aug 8, 18	Mannington Swim Club	\$100/trip
June 28, July 26	Regal Cinema	\$205/trip
Aug 11	Salem Co Fair	\$200
Aug 23	Parvin State Park	\$215

**Total Trip Cost: \$1325.00**

Transportation Renewals 2016-2017

The Board approve the 2016-2017 transportation renewals for Alloway District at the state renewable rate of .57% increase with contractor B.R. Williams, Inc., MC#1, renewal #4:

Route #	Destination	2015-16 Daily Rate	Incr/Decr per mile	2016-17 Increase @ .57%	2016-17 Renewal Daily Rate	2016-17 Yearly Rate
E1	Alloway School	\$132.81	\$1.50	\$.76	\$133.57	\$24,042.60
E2	Alloway School	\$132.81	\$1.50	\$.76	\$133.57	\$24,042.60
E3	Alloway School	\$132.81	\$1.50	\$.76	\$133.57	\$24,042.60
E4	Alloway School	\$132.81	\$1.50	\$.76	\$133.57	\$24,042.60
E5	Alloway School	\$132.81	\$1.50	\$.76	\$133.57	\$24,042.60
E6	Alloway School	\$132.81	\$1.50	\$.76	\$133.57	\$24,042.60
PK Midday	Alloway School	\$136.86	\$1.50	\$.78	\$137.64	\$24,775.20
ELP	Various Homes	\$136.86	\$1.50	\$.78	\$137.64	\$13,764.00
HS1	WHS	\$136.86	\$1.50	\$.78	\$137.64	\$24,775.20
HS2	WHS	\$136.86	\$1.50	\$.78	\$137.64	\$24,775.20
HS3	WHS	\$136.86	\$1.50	\$.78	\$137.64	\$24,775.20

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Note: Eliminated 1 HS bus route in 2016-17 due to budget cuts and declining enrollment.

**ROLL CALL VOTE:** YES: C. Caltabiano, M. Clarke, M. Dennison, P. Donohue, J. Dyer, C. Fulmer, R. Morris  
Abstained: D. Lounsbury  
Motion carried: 7-0-1

**DISCUSSION ITEMS**

Enrollment – 384

Fire Drill - April 13, 2016

Security Drill – April 28, 2016

Suspensions - Month of April, 2016:

Grade 6 student, threatening remarks to another student, 1 day internal

Alloway Academic League made it to the finals once again. The meet is at SCC this evening, with Woodstown Middle School. The Board received word at the meetings that Alloway won the meet with a score 55-39.

Alloway staff played the Upper Pittsgrove staff in a softball game on May 24, 2016 and won for the second time.

**PRESIDENT'S REPORT**

**COMMUNICATIONS TO THE BOARD**

Correspondence from the Alloway Township Committee opposing the transgender directive. Alloway School's position is to do nothing at this time, as it is currently not an issue at the school.

**NEW BUSINESS**

Notice of Retirement of Superintendent

Motion made by Mr. Lounsbury, second by Mrs. Caltabiano to accept with regrets, the notification of retirement of Dr. Robert Bazzel, School Superintendent, effective August 31, 2016. Dr. Bazzel has been the shared superintendent for the Alloway and Upper Pittsgrove School Districts for 12 years. The Board thanked Dr. Bazzel for his years of service to the district.

**ROLL CALL VOTE:** YES: C. Caltabiano, M. Clarke, M. Dennison, P. Donohue, J. Dyer, C. Fulmer, D. Lounsbury, R. Morris  
Motion carried: 8-0

**COMMITTEE REPORTS**

- The Woodstown Board of Education meeting will be held on May 26, 2016.
- Mr. Dennison reported that the eighth grade orientation at Woodstown High School has been cancelled this summer due to construction.
- Mrs. Caltabiano and Mr. Morris attended the Quad-District concert held at Woodstown High School with three student government students representing Alloway.



- Mrs. Caltabiano attended the eighth grade dialogue held in March. She reported that it was an excellent program.

**PUBLIC COMMENT**

Mr. Harry Harding thanked Dr. Bazzel for his years of service to the Alloway School.

**EXECUTIVE SESSION**

Motion by Mr. Dyer, second by Mr. Lounsbury, 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 8:15 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: Superintendent Replacement

**ROLL CALL VOTE:** YES: C. Caltabiano, M. Clarke, M. Dennison, P. Donohue, J. Dyer, C. Fulmer, D. Lounsbury, R. Morris  
Motion carried: 8-0

Motion by Mrs. Fulmer, second by Mr. Donohue, to return to the public portion of the meeting at 8:16 p.m.

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

**ADJOURNMENT**

Motion by Mr. Lounsbury, second by Mr. Donohue, that there being no further business to be brought before the board that the meeting be adjourned at 8:17 p.m.

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

Respectfully submitted,

Rebecca S. Joyce  
Business Administrator

