

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, November 15, 2016 at 6:44 p.m. at the Alloway Township 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: Mr. Clarke, Ms. Decktor, Mr. Dennison, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

Members absent: Mrs. Caltabiano, Mr. Donohue, Mr. Dyer

Also in attendance: Mrs. Donna Agnew, Interim Superintendent and Mrs. Rebecca Joyce, Board Secretary.

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

RECOGNITION

Mr. Charles (Chuck) Atkinson, Head Custodian/Maintenance is retiring from the Alloway School effective December 31, 2016. Mr. Atkinson was hired in February, 1986 and is retiring with over 30 years of service. Mr. Atkinson was commended for his service and dedication to the staff and students of Alloway School. The Board took a brief recess to have cake and to celebrate with Chuck.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Motion by Mr. Lounsbury, second by Mr. Morris, that the regular meeting minutes of October 25, 2016 be approved as per the recommendation of the Interim Superintendent and the Business Administrator.

VOICE VOTE: Unanimously Approved

Abstain: Mr. Clarke

Motion Carried: 5-0-1

SUPERINTENDENT'S RECOMMENDATIONS

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

PERSONNEL - PROFESSIONAL

Medical Leaves of Absence

- A medical leave of absence for Mrs. Anne Baehr, kindergarten teacher from November 1, 2016 through approximately January 2, 2017. Mrs. Baehr will be utilizing accumulated sick leave during this leave of absence as per policy 4151.
- An extension of a medical leave of absence for Mrs. Debbie Dilks, 7th and 8th grade teacher from November 26, 2016 through approximately January 2, 2017. Mrs. Dilks was previously approved in September for a leave from September 16, 2016 through November 25, 2016. She will be utilizing accumulated sick leave during this leave of absence as per policy 4151.

Long-Term Substitute Teacher

Mrs. Janet Edie as a long-term substitute teacher for kindergarten (to replace Mrs. Baehr, who is on a medical leave) from November 1, 2016 through approximately December 23, 2016. Mrs. Edie will be paid \$140.00 per day. There are no benefits associated with this position.

Workshop Participation

The following workshop participation:

Staff	Location	Workshop	Date	Cost	Sub Cost	Mileage
Maria Bellia	Monroe Twp. NJ	NJ Assoc of School Psychologists Winter Conf.	12/9/16	\$120.	\$0	Yes
Shannon DuBois-Brody	Mount Laurel, NJ	NJASBO Legal Issues	11/15/16	\$75 each; \$300 Total	\$0	No
		Chart of Accounts and Artemis Records Retention	12/8/16			
		Legal Program on Seniority and Leaves	1/24/17			
		Purchasing	3/14/17			

Stipend Position-Science Club Coordinator 2016-2017

The following stipend position for the 2016-2017 school year:

Carrie Fleming and Renee Waters – shared stipend for Science Club Advisors - \$326 each (pending negotiations).

Note: Ms. Fleming and Mrs. Waters are replacing Mrs. Debbie Dilks in this position, due to Mrs. Dilks being out on medical leave through December 31, 2016. It is anticipated that Mrs. Dilks will receive the stipend for the second half of the school year (\$652 pending negotiations) in May, 2017 providing that she returns to school on January 3, 2017.

PERSONNEL-SUPPORTEmployment of Head Custodian

The movement of Raymond Eckert from Night Custodian/Supervisor to Head Custodian/Maintenance, effective January 1, 2017. Mr. Eckert will be replacing Charles Atkinson, who is retiring effective December 31, 2016. Mr. Eckert will work from 6:30 a.m. – 2:30 p.m. daily with a 30 minute unpaid lunch break. Mr. Eckert will be compensated at a salary of \$34,800.00 per year (prorated for this contract) and receive benefits as per policy #4240.1.

Employment of Night Custodian

The movement of Dawn Harding from Cafeteria Worker/Part-Time Night Custodian to Full-Time Night Custodian, replacing Raymond Eckert (who is replacing Charles Atkinson) effective January 1, 2017. Ms. Harding will work from 1:00 p.m. – 9:00 p.m. daily with a 30 minute unpaid dinner break. Ms. Harding will be compensated at a salary of \$24,864.00 per year (prorated for this contract) and will receive benefits as per Policy #4240.1.

Employment of Substitute Teacher

Maura Wells as a substitute teacher for the 2016-17 school year, at the rate of \$90.00/day.

ROLL CALL VOTE: YES: Mr. Clarke, Ms. Decktor, Mr. Dennison, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

Motion Carried: 6-0-0

OTHER BUSINESS

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

HIB Report

The HIB report for October, 2016; noting there were no incidents to report.

Field Trips 2016-17

The following field trips:

Grade	Teacher	Date	Destination	No. of Buses	Bus Cost
7/8	Katz	Spring, 2017	Rogate Academic Lecture at SCC	1	\$175.00
Academic League	Ramos/Wildermuth	1/10/17	Oldmans Twp School	1	\$196.00
Academic League	Ramos/Wildermuth	3/7/17	Mannington School	1	\$150.00
Academic League	Ramos/Wildermuth	3/28/17	Quinton Twp. School	1	\$150.00
Selected 6/7/8 graders	Dilks	4/5/17	Oaks Expo Center Oaks, PA	1	\$585.00
Gr. 2	Hurff/Emel	4/7/17	Pitman Theater	1	\$175.00 Estimated
Gr. 2	Hurff/Emel	May, 2017	Avis Mill Pond	1	\$175.00

District Improvement Plan for QSAC Monitoring 2015-16

The District Improvement Plan as required, due to the results of the 2015-16 QSAC Monitoring in the areas of curriculum and instruction. (pages 5824-5827)

ROLL CALL VOTE: YES: Mr. Clarke, Ms. Decktor, Mr. Dennison, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

Motion Carried: 6-0-0

BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

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

FINANCIAL

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 October 31, 2016 and after review of the Secretary's Monthly Financial Reports 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 October 31, 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 October 31, 2016. (pages 5828-5838)

Cash Reconciliation Report

The Cash Reconciliation Report for the month of October, 2016. (page 5839)

Transfers

The transfers for the months of October and November, 2016. (page 5840)

Bills to be Paid

The payroll and agency for October, 2016 and bills list for November, 2016. Further, if the December board meeting is cancelled, the Board approve the payment of December bills, with approval at the next scheduled board meeting. (pages 5841-5842)

Out of District Tuition Contracts

Tuition contracts for out of district placements for 2016-17 (previously approved September 27, 2016, but incorrect amounts given by SCSSSD):

Student	Program	Location	Tuition Rate
IK	Autism – RDS	SCSSSD-Salem Campus	\$45,860. Tuition \$38,438. For 1:1 aide
AA	Multiple Disabilities	SCSSSD-Salem Campus	\$40,852.

Approval of Tentative Budget Calendar

The 2017-18 tentative Budget Calendar (pending any changes mandated by the State and release of state aid numbers). Approval of an annual budget calendar is part of the NJQSAC Requirement. (page 5843)

ROLL CALL VOTE: YES: Mr. Clarke, Ms. Decktor, Mr. Dennison, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

Motion Carried: 6-0-0

DISCUSSION ITEMS

Enrollment – 372

Fire Drill – 11/8/16

Suspensions – Month of October, 2016: 1 Internal Suspension

PRESIDENT'S REPORT**COMMUNICATIONS TO THE BOARD**

Reminder of SCSBA Dinner Meeting, "Pathways to Success", Tuesday, November 22, 2016 at 6:00 p.m. at Riverview Inn. The U.S. Army will discuss opportunities and resources available to school districts at no charge.

UNFINISHED BUSINESS

- Mr. Dennison reported that the job descriptions for all School Clubs, as approved at the board meeting on October 25, 2016, are being reviewed by the Board of Education.
- Dr. Agnew reported that the school curriculum is currently being revised and rewritten by staff.
- Dr. Agnew stated that the current reading instruction program at Alloway is not allowing the students to reach their full academic potential. To actually teach a student to read, you need to have small group instruction for guided reading at a student's instructional level and for your struggling readers, you need to have guided reading every day (neither of which has been occurring at Alloway). These small group structures allow a teacher to teach decoding and comprehension strategies and at the same time diagnose reading difficulties. The Anthology that is currently used does not provide adequate reading materials. Most teachers do not use the guided reading component of the Anthology and for those that do, it is only offered once per week and does not provide materials that

would meet all the levels in the class. Additionally, most of the teachers don't know how to determine a student's reading level and to be honest, they would have no reason to do so because everyone is using the same materials anyway.

Dr. Agnew stated that Alloway needs:

- Extensive Professional Development (of which a day for guided reading has been scheduled for K-5 teachers in December)
- Leveled Readers

We have purchased the Fountas and Pinnell Benchmark Assessment Kits for the teachers to be trained on and to use to determine reading levels. The kits offer clear cut instructions for assessing reading levels. There are 2 teachers who are already trained and they will train others.

NEW BUSINESS

Annual School Election Results: Mr. Lounsbury, Mr. Donohue and Ms. Decktor all ran unopposed and were reelected to 3 year terms, expiring December 31, 2019. The official election count was: Mr. Lounsbury 1,426 votes, Mr. Donohue 1,441 votes, Ms. Decktor 1,479 votes.

The next board meeting will be held on December 20, 2016. Mrs. Joyce will remind all board members of the meeting.

The Reorganization Meeting of the Board of Education will be held on Tuesday, January 10, 2017 at 6:30 p.m.

The board would like to continue with the start time of 6:30 p.m. for all board meetings.

COMMITTEE REPORTS

The Policy Committee met on November 7, 2016 and reviewed policy #5118 (Nonresident Students). The Committee also discussed a plan to review each section of the policy manual so that the entire policy manual is reviewed within the next year.

Woodstown-Pilesgrove Report-Mr. Morris: Mr. Thomas Coleman, superintendent, is retiring effective June 30, 2016.

EXECUTIVE SESSION

Motion made by Mr. Lounsbury, second by Ms. Decktor, that the Board enter into Executive Session by Resolution at 7:29 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 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 will reconvene at approximately 8:30 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 as outlined in N.J.S.A. 10:4-12; and nature of discussion is: Personnel Matters

VOICE VOTE: Unanimously Approved

Motion Carried: 6-0

RESUME PUBLIC PORTION

Motion made by Mr. Lounsbury, second by Mr. Morris to return to the public portion of the meeting at 9:32 p.m.

VOICE VOTE: Unanimously Approved

Motion Carried: 6-0

ADVERTISE FOR INTERIM SUPERINTENDENT

Motion by Mr. Lounsbury, second by Ms. Decktor to advertise for an Interim Superintendent for an indeterminate amount of time, to facilitate the restructuring of the curricular programs and administrative responsibilities/structure going forward. This candidate will be expected to have a strong curricular and reading background and will be expected to work 2-4 days per week. The closing date for this position will be December 31, 2016.

ROLL CALL VOTE: YES: Mr. Clarke, Ms. Decktor, Mr. Dennison, Mrs. Fulmer, Mr.

Lounsbury, Mr. Morris

Motion Carried: 6-0-0

ADJOURNMENT

Motion made by Mr. Lounsbury, second by Mrs. Fulmer, that there being no further business to be brought before the Board that the meeting be adjourned at 9:33 p.m.

VOICE VOTE: Unanimously Approved

Motion Carried: 6-0

Respectfully submitted,

Rebecca S. Joyce
Business Administrator

ALLOWAY BOARD OF EDUCATION
Closed Session Minutes

Date: November 15, 2016

Type of Meeting: **Regular**

Motion to enter by Resolution: Mr. Lounsbury

Second: Ms. Decktor

Time: 7:29 p.m.

Vote:

Mr. Clarke Yes

Ms. Decktor Yes

Mr. Dennison Yes

Mrs. Fulmer Yes

Mr. Lounsbury Yes

Mr. Morris Yes

Motion carried: 6-0

Dr. Agnew and Mrs. Joyce were excluded from Closed Session due to the nature of the topic being discussed.

Discussion:

1. Personnel-The Board discussed an action plan for moving forward with filling the Superintendent vacancy and whether or not to fill the position with an internal candidate.

Conclusions:

1. Action taken in open session.

Resume Open Session

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

Motion: Mr. Lounsbury

Second: Mr. Morris

Voice Vote: Unanimously Approved

Motion carried: 6-0

Time: 9:32 p.m.

Respectfully submitted,

Rebecca S. Joyce
Business Administrator