

**ALLOWAY BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
August 22, 2017**

**I. CALL TO ORDER**

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Alloway Township Board of Education transmitted notice of this regular 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.

**II PLEDGE TO THE FLAG**

**III. ROLL CALL OF MEMBERS**

Board Secretary will roll call the attendance: Mrs. Caltabiano, Mr. Clarke, Ms. Decktor, Mr. Dennison, Mr. Donohue, Mr. Dyer, Mrs. Fulmer, Mr. Lounsbury, Mr. Morris

**IV. PUBLIC COMMENT-AGENDA ITEMS ONLY**

The Board President will recognize those individuals in the audience who wish to comment on any items listed on the agenda for tonight's meeting. As such, the Board asks that members of the public please confine their comments, during this comment portion, to only those items which are listed on the agenda.

A separate Public Comment session is provided for later in the agenda, for those individuals in the audience who wish to comment on items which are not listed on tonight's agenda.

Please respect the following procedures:

1. Sign in.
2. Wait to be recognized by the Board President before speaking.
3. When recognized by the Board President, state your full name and address.
4. Identify the topic on which you wish to comment.
5. Limit your comments to that specific comment.
6. There will be a time limit of 5 minutes for each individual speaking.
7. If you would like to make any additional comments, please wait until all others have spoken before asking to be recognized again.
8. Please refrain from interrupting without being recognized.
9. Members of the public that neglect to follow Board procedures may be asked to leave the meeting.

**V. APPROVAL OF MINUTES**

The Superintendent and the Business Administrator recommend the Board approve the regular minutes of [July 25, 2017](#) as submitted by the Board Secretary.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_ #Yes:\_\_\_\_\_ #No:\_\_\_\_\_ #Abstain\_\_\_\_\_

**VI. SUPERINTENDENT'S RECOMMENDATIONS**

## A. PERSONNEL - PROFESSIONAL

### 1. Rescission of Employment

The Board approve the rescission of the offer of employment for Cody Vurgason. Mr. Vurgason was approved at the June 27, 2017 board meeting and was notified of the rescission of this job offer on August 10, 2017.

### 2. Hire of 5th Grade Language Arts/Science Teacher

The Board approve the hire of [Ms. Chelsea Abhau](#) as the 5th grade language arts/science teacher effective September 1, 2017 for the 2017-2018 school year. Ms. Abhau will be placed on BA, Step 1, at a salary of \$51,863 with benefits per the negotiated agreement.

### 3. Hire of Special Education Teacher

The Board approve the hire of [Ms. Stephanie Owens](#) as Special Education teacher effective September 1, 2017. Ms. Owens will be placed on BA+15, Step 3 at a salary of \$55,208 with benefits as per the negotiated agreement.

### 4. Workshop Participation

The Board approve the following workshop participation:

Staff	Location	Workshop	Dates	Cost	Sub Cost	Mileage
Barbra Ledyard	Stockton College	<a href="#">What Schools Need to Know About 504 Plans</a>	10/25/17	\$106.	No	Yes
Kristin Schell	West Trenton, NJ	New Superintendent Academy (required for new Supt's-must attend 6 of the 8 workshops offered)	9/18/17, 10/17/17, 11/16/17, 12/11/17, 1/10/18, 2/21/18, 3/20/18, 4/18/18	See #5 below	No	Yes
Barbra Ledyard	Various	<a href="#">Leaders2Leaders</a>	9/25/17; 12/11/17; 1/23/18; 3/7/18	See #6 below	No	Yes
Shannon DuBois-Brody	Mount Laurel	Title I under ESSA Transportation Contracts & Bidding	10/10/17 2/15/18	\$100 each	No	No

### 5. School Administrator-Superintendent Residency Program

The Board approve Ms. Kristin Schell's 1 year Residency Program through the NJ School Association of School Administrators. The cost of this residency program is \$1,750 and will be paid by the Alloway Board of Education, as per Ms. Schell's negotiated contract agreement. Included in the cost of this residency is the cost of Ms. Schell's mentor, registration for 6 workshops through the New Superintendent Academy and the NJASA Legal Publications subscription for 1 year.

6. School Administrator-Assistant Principal Residency Program  
The Board approve Ms. Barbra Ledyard's 2 year Residency Program through the Foundation for Educational Administration (FEA) and NJ Leaders to Leaders program.. The cost of this residency program is \$3,300 and will be paid by the Alloway Board of Education, as per Ms. Ledyard's negotiated contract. Included in the cost of this residency is the cost of Ms. Ledyard's mentor (fee of \$2,500 paid directly to the mentor) and registration for 6 orientation and 3 cohort days through the Leaders to Leaders program.

## **B. PERSONNEL - SUPPORT**

1. Resignation of Instruction Aide  
The Board accept the resignation of [Amy Freas](#), Instructional Aide, effective August 14, 2017. Ms. Freas has been an instructional aide at Alloway School for the past 2 years.
2. Hire of Part Time Instructional Aide  
The Board approve the hire of [Bethany Garrison](#) as an Instructional Aide, effective September 1, 2017, at a salary of \$15,450 per year. Ms. Garrison will work 5.75 hours per day, 181 days and will receive 10 sick and 2 personal days. There are no health benefits associated with this position.

Motion:\_\_\_ Second:\_\_\_ CC\_\_\_ MC\_\_\_ LD\_\_\_MD\_\_\_ PD\_\_\_ JD\_\_\_ CF\_\_\_ DL\_\_\_ RM\_\_\_

## **C. OTHER BUSINESS**

1. Mentoring Plan and Professional Development Plan  
The Board approve the [2017-18 Mentoring Plan](#) and the [2017-18 Professional Development Plan](#).
2. Professional Development  
The Board approve the following consultants for Professional Development Services in the 2017-18 School Year. The cost of these services will be covered under Alloway's Title II-A grant.  

Dr. Donna Agnew	Reading Specialist	\$5,000
<a href="#">Dr. Eric Milou/Dr. Sheldon Berman</a>	Math Specialist	\$9,000
3. Field Trips  
The Board approve the following field trips for the 2017-2018 school year:

DATE	# STUDENTS	GRADE	LOCATION	TEACHER	BUS COST
September, 2017	47	7	Camp Edge, Alloway, NJ	Mrs. Katz and Mrs. Rishel	\$200.00 approximate (Paid by MAPSA Funds)

September, 2017	40	8	Camp Edge, Alloway, NJ	Mr. Beck and Mrs. Dilks	\$200.00 approximate (Paid by MAPSA Funds)
September, 2017	36	K	Mood's Farm Market	Mrs. Baehr and Ms. Leyman	\$200 approx

Motion:\_\_\_ Second:\_\_\_ (RCV) CC\_\_\_ MC\_\_\_ LD\_\_\_MD\_\_\_ PD\_\_\_ JD\_\_\_ CF\_\_\_ DL\_\_\_ RM\_\_\_

## VII. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

### A. FINANCIAL

#### 1. 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 July 31, 2017, 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 July 31, 2017, 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 July, 2017.

#### 2. Cash Reconciliation Report

The Board approve the cash reconciliation report for the month of July, 2017.

#### 3. Transfers

The Board approve the transfers for the months of July and August, 2017.

#### 4. Bills to be Paid

The Board approve payroll and agency for July, 2017 and bills list for August, 2017.

#### 5. Out of District Tuition 2017-18

The Board the following out of district tuition agreements for the 2017-18 school year:

Program	Student(s)	Tuition	1-1 Aide
SCSSSD-Salem Campus	IK, AA	\$46,026 \$47,360	\$38,438 (IK only)

SCSSSD-Daretown Campus	JD	\$48,633	None
Pinelands	JD	\$52,560	None
GCSSSD-Bankbridge	AD, CM	\$37,800 pp	\$39,960 (AD only)
Yale-Medford	TZ	\$49,100.40	\$34,200
Yale-Cherry Hill	CL	\$51,687	None

6. 2017-2018 Bus Routes with GCSSSD for Out-of District Transportation

The Board approve the following Out-Of-District Transportation Routes for 2017-2018 as contracted through GCSSSD:

Route Number	Destination	Students	Cost per day
Y1304	GCSSSD-Bankbridge	A.D., C.M.	\$395.00* (10 students on route)
Y1314	YALE-Cherry Hill	C.L.	\$270.00* (4 students on route)= \$67.50/student
Y1177	Pinelands-Vineland	J.D.	\$49.00

\*route contains students from other districts; cost prorated accordingly

Note: GCSSSD charges an additional 7% administrative fee in addition to the cost listed:

7. Commission for the Blind Contract

The Board approve the 2017-18 contract in the amount of \$1,900 with the Commission for the Blind and Visually Impaired, for one student attending Alloway School.

8. Copier Lease

The Board approve entering into a contract with Ricoh USA, Inc. for a 48 month lease for the following copiers under State Contract #A40467:

- i. MP5055SPG CST copier
- ii. MP5055SPG Main Office copier

The lease payment will be \$400.16/month, which will cover the cost of both copiers. This will include all service, parts and labor, including up to 40,000 copies per month. Overages will be calculated based on quarterly meter reads (instead of monthly) on combined usage and will be billed at .0068/copy. This lease replaces the current Main Office copier lease that expired in September, 2016 and the CST copier lease which expires in August 2017. The new lease costs approximately \$42 less per month than the 2 expiring leases, and we will get 16,000 additional copies per month on the new lease (current leases provide for 12,000 copies per month for each copier, for a total of 24,000 copies per month).

Motion:\_\_\_ Second:\_\_\_ CC\_\_\_ MC\_\_\_ LD\_\_\_MD\_\_\_ PD\_\_\_ JD\_\_\_ CF\_\_\_ DL\_\_\_ RM\_\_\_

**VIII. DISCUSSION ITEMS**

1. Review and discussion of Field Trip Policies # [6153](#) & [6153.1](#) and Visitor Policies # [1200](#) & [1250](#).
  - a. Ms. Schell will write procedures to align with the policies.
  - b. School Improvement Team (SIT) Committee-will lead the work in laying the foundation for Strategic Planning
2. School Opening - Building Readiness

**IX. PRESIDENT'S REPORT**

**A. COMMUNICATIONS TO THE BOARD**

1. Board Member Petitions Filed for the November Election:  
Colleen Fulmer, Richard Morris, Michael Clarke, Richard Leyman and John Simpson for 3 open seats on the board. All seats are for 3 year terms.
2. [Thank you note from Dr. Agnew](#)

**B. OLD BUSINESS**

**C. NEW BUSINESS**

Board Self Evaluation--instructions emailed to all board members on 8/11/17, for requested completion by September 8, 2017, with acceptance at the September Board meeting.

**D. COMMITTEE REPORTS**

1. Development of Board Goals--discussion whether full board should meet or instead approve the Long Range Ad Hoc Committee (Mrs. Fulmer, Mr. Dyer and Mr. Morris) to create board goals to recommend to the BOE.
2. [SACC Director's Report-Summer SACC \(Deanna Bowling\)](#)
3. [Woodstown-Piles Grove BOE Highlights July 27, 2017-Mr. Morris](#)

**E. GOALS OF THE SUPERINTENDENT**

1. Board Goals:
2. Superintendent Goals: (to be developed following approval of board goals)
3. Mutually Developed Goals:

**X. ALLOWAY BOARD OF EDUCATION RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**(None anticipated)**

**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 of Education will reconvene at approximately 7:00 p.m.;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Alloway School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- ☐ 1. Confidential matters per statute or court order (student matter)
- ☐ 2. Matters that would impact rights to receive federal funds
- ☐ 3. Unwarranted invasion of individual privacy
- ☐ 4. Collective bargaining with the Alloway Education Association

- \_\_\_ 5. Acquisition of real property or investment of public funds
- \_\_\_ 6. Tactics or techniques utilized in public safety procedures
- \_\_\_ 7. Litigation, contract negotiations, or attorney-client privilege
- \_\_\_ 8. Personnel matters-Superintendent Evaluation
- \_\_\_ 9. Imposition of penalties upon an individual

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Board of Education, for the aforementioned reasons, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

Motion:\_\_\_ Second:\_\_\_ Time:\_\_\_ #Yes:\_\_\_ #No:\_\_\_

**XI. RESUME PUBLIC PORTION**

Motion:\_\_\_ Second:\_\_\_ Time:\_\_\_ #Yes:\_\_\_ #No:\_\_\_

**XII. PUBLIC COMMENT - OPEN**

The Board President will recognize those individuals in the audience who wish to comment.

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**XIII. ADJOURNMENT**

It is recommended that there being no further business to be brought before the board that the meeting be adjourned.

Motion:\_\_\_ Second:\_\_\_ Time:\_\_\_ #Yes:\_\_\_ #No:\_\_\_