

Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on October 28, 2013 was called to order at 7:33 p.m. in Room 149 by Frances Gavin. In accordance with the Open Public Meetings Act, adequate notice of the meeting was provided and, to the extent known at the time of advance publication, the agenda items to be considered. Written advance notification of the time, date and location was sent on June 5, 2013 to the Express Times, Star Ledger, Daily Record and Township Clerk. Notice was posted in the school office.

I. ROLL CALL

James Britt
Diane Clark
Suzette Costello
William Cramer
John Egan
Brant Gibbs
Mary Renaud
Susan Torlucci
Francis Gavin, President

Student Council:

Savannah Doelfel
Molly Szpakowski

ALSO PRESENT Dr. Seth Cohen, Superintendent
Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

A. Moved by W. Cramer and seconded by J. Egan.

BE IT RESOLVED, that the minutes of the regular board meeting held on September 23, 2013, be approved. (Appendix 1)

CARRIED: Motion carried unanimously by voice vote.

IV. STUDENT REPRESENTATIVE REPORT

V. BUSINESS ADMINISTRATOR REPORT

(Appendix 2)

VI. ACKNOWLEDGEMENTS – All Stars

VII. PRESENTATIONS

Mariah Thompson – Update on Thanksgiving Day Parade

Jennifer Chickey - 2012-2013 Assessment Report

VIII. PRESIDENT’S REPORT

IX. COMMITTEE REPORTS

A. Facilities and Property – William Cramer

B. Communications & Public Relations - John Egan

C. Student Activities/PTO Liaison - Suzette Costello

D. Town Council Liaison – John Egan / Brant Gibbs

E. Rutherford Hall Long Range Planning Committee – Mary Renaud

Moved by M. Renaud and seconded by W. Cramer.

BE IT RESOLVED, to approve the Rutherford Hall Organizational Chart. (Appendix 13)

CARRIED: Motion carried unanimously by roll call vote

* Rutherford Hall Board of Advisors

* Rutherford Hall Strategic Plan/ Value Proposition (in progress)

* License Agreement with State Park

F. Finance – James Britt

G. Curriculum & Technology – Suzette Costello

H. Personnel - Susan Torlucci

I. Inter-District Liaison with Great Meadows – Fran Gavin / Jim Britt

J. Negotiations – John Egan

K. Policy – Diane Clark

L. Foundation Liaison – Francis Gavin

M. Hackettstown Board of Education Representative – Francis Gavin

X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

XI. BOARD COMMITTEE ACTION REPORTS

Finance

On the recommendation of the Chief School Administrator/School Business Administrator:

A. Transfers

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the following list of transfers with totals in Fund 10 of \$48,000.00. (Appendix 3)

CARRIED: Motion carried unanimously by roll call vote

B. Bills List

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, that the general account bills list check #23489 through #23603 for total amount of \$1,212,528.90 be approved for payment. (Appendix 4)

CARRIED: Motion carried unanimously by roll call vote

C. Student Activity

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$17,341.88 Investors Bank balance as of 09-30-2013. (Appendix 5)

CARRIED: Motion carried unanimously by roll call vote

Finance – continued:

D. Comprehensive Maintenance Plan and M-1 Report

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Comprehensive Maintenance Plan and the M-1 Report as mandated by statute. (Appendix 6)

CARRIED: Motion carried unanimously by roll call vote

E. QSAC

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Statement of Assurance (SOA) District Performance Review (DPR) for the NJQSAC for submission. (Appendix 7)

CARRIED: Motion carried unanimously by roll call vote

F. Law Enforcement Memorandum of Agreement

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Standing Memorandum of Agreement with Law Enforcement for the 2013-2014 school year. (Appendix 8)

CARRIED: Motion carried unanimously by roll call vote

G. Joint Transportation Contract

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the 2013-2014 joint transportation agreement between Allamuchy Township Board of Education and Green Township Board of Education to transport one Allamuchy student.

<u>Jointure Route#</u>	<u>Host Dist.</u>	<u>Joiner Dist.</u>	<u>Destination</u>	<u>Joiner Cost</u>
14	Green	Allamuchy	Green Hills School	\$393.30

CARRIED: Motion carried unanimously by roll call vote

Finance – continued:

H. Joint Transportation Contract

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the 2013-2014 joint transportation agreement between Allamuchy Township Board of Education and Great Meadows Regional Board of Education to transport one Allamuchy High School student 2 days per week.

<u>Jointure Route#</u>	<u>Host Dist.</u>	<u>Joiner Dist.</u>	<u>Destination</u>	<u>Joiner Cost</u>
HS4	Great Meadows	Allamuchy	Hackettstown HS	\$335.13

CARRIED: TABLED

I. Joint Transportation Contract

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the following 2013-2014 Joint Transportation Contracts:

Host District: Allamuchy

Joiner: Great Meadows Board of Education to Allamuchy Township School and Mountain Villa School. Joiner Cost: \$15,390

Joiner: Hope Board of Education to Mountain Villa School.
Joiner Cost: \$6,156

Joiner: Hackettstown Board of Education to Calais School.
Joiner Cost: \$32,056

CARRIED: Motion carried unanimously by roll call vote

J. Tuition Contract

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the following 2013-2014 Tuition contracts for students attending the Allamuchy Township School District:

Green Township Board of Education: \$28,000 Autistic program
Great Meadows Regional Board of Education: \$28,000 Autistic program
Great Meadows Regional Board of Education: \$58,000 PSD program
Hope Board of Education: \$29,000 PSD program

CARRIED: Motion carried unanimously by roll call vote

Finance – continued:

K. Rural Education Achievement Program (R.E.A.P.)

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to accept the Rural Education Achievement Program (R.E.A.P.) grant, \$26,595.00 award for the 2013-2014 school year.

CARRIED: Motion carried unanimously by roll call vote

L. Occupational Therapy Contractual Agreement

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the 2013-2014 Occupational Therapy contract with Karen Rymon, \$72.00 per hour, for occupational therapy.

CARRIED: Motion carried unanimously by roll call vote

M. Mountain Lakes Board of Education Tuition Contract

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the tuition contract with Mountain Lakes Board of Education, elementary student #1015, effective 10/07/13, tuition rate of \$55,800, Aid \$33,215.40 for the 2013-2014 school year.

CARRIED: Motion carried unanimously by roll call vote

N. Mountain Villa School Certificate of Occupancy

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve pursuit of a final certificate of occupancy for the Mountain Villa School with SSP Architects based upon hourly billing with a not-to-exceed limit at the \$70,000 level. Payments will be spread out over a three year period, starting with the 13-14 school year.

CARRIED: Motion carried unanimously by roll call vote

Finance – continued:

O. Monthly Certification of Budget for September

Moved by J. Britt and seconded by W. Cramer.

1. **BE IT RESOLVED**, that the Allamuchy Board of Education accepts the Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12 (c) 3 that as of 09/30/2013 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a).

2. **BE IT RESOLVED**, that Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Allamuchy Township School District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of 09/30/2013 and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. **BE IT RESOLVED**, that the motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of September 2013 with a total Governmental Funds Account cash balance of \$894,002.56.

CARRIED: Motion carried unanimously by roll call vote

Monthly Certification of Budget for August

Moved by J. Britt and seconded by W. Cramer.

1. **BE IT RESOLVED**, that the Allamuchy Board of Education accepts the Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12 (c) 3 that as of 08/31/2013 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a).

2. **BE IT RESOLVED**, that Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Allamuchy Township School District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of 08/31/2013 and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient

Finance – continued:

funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. BE IT RESOLVED, that the motion to accept the revised financial reports from the Board Secretary and the Treasurer of School Monies for the month of July 2013 with a total Governmental Funds Account cash balance of \$1,009,351. This motion is the result of the auditors making adjustments to the July 1, 2013 beginning cash balances.

CARRIED: Motion carried unanimously by roll call vote

Monthly Certification of Budget for July

Moved by J. Britt and seconded by W. Cramer.

1. BE IT RESOLVED, that the Allamuchy Board of Education accepts the Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12 (c) 3 that as of 07/31/2013 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a).

2. BE IT RESOLVED, that Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Allamuchy Township School District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of 07/31/2013 and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. BE IT RESOLVED, that the motion to accept the revised financial reports from the Board Secretary and the Treasurer of School Monies for the month of July 2013 with a total Governmental Funds Account cash balance of \$401,657.98. This motion is the result of the auditors making adjustments to the July 1, 2013 beginning cash balances.

CARRIED: Motion carried unanimously by roll call vote

Personnel

On the recommendation of the Chief School Administrator/School Business Administrator:

A. Merit Goals

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve the merit goals submitted to the Executive County Superintendent for the 2013-2014 School Year. (Appendix 10)

CARRIED: Motion carried unanimously by roll call vote.

B. Jumpstart Instructors

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve the following Jumpstart Instructors and stipend funded with the REAP grant:

Vicki Patterson \$1350.00
Andrea Aussems \$1350.00
Lia Ordile \$1350.00
Paige Schmiedeke \$1350.00

CARRIED: Motion carried unanimously by roll call vote.

C. Volunteers

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve Patrick Fragale and Zack Clark as Drama Club volunteers.

CARRIED: Motion carried unanimously by roll call vote.

D. Jumpstart Instructors

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve Beth Miller as a Special Ed Teacher for two to two and a half hours per week to provide afterschool activities to a Middle School MD student starting November 1, 2013 at \$45.00 an hour.

CARRIED: Motion carried unanimously by roll call vote – D. Clark abstained.

A. Policy Second Reading

Moved by D. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve the second reading of the following policies:

0000.01 Introduction
0000.02 Introduction
3232 Tutoring Services
5117 Interdistrict Public School Choice
5120 Assignment of Pupils
5300 Automated External Defibrillators (AEDS)
5533 Pupil Smoking
7434 Smoking in School Buildings and on School Grounds
7522 School District Provided Technology Devices to Staff Members
7523 School District Provided Technology Devices to Pupils

3144.3 Suspension Upon Certification of Tenure Charge
3144.12 Certification of Tenure Charges – Inefficiency
3372 Teaching Staff Members Tenure Acquisition
3373 Tenure Upon Transfer or Promotion
3374 Tenure Upon Transfer to an Underperforming School
4124 Employment Contract
5512 Harassment, Intimidation, and Bullying
(Appendix 11)

CARRIED: Motion carried unanimously by roll call vote.

B. RESOLUTION

Moved by D. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve the following resolution;

Establishing the Election of Members of the Allamuchy Board of Education

As the First Tuesday after the First Monday in November

WHEREAS, P.L. 2011, c. 202 authorizes a local board of education to change the election date of school board members from the third Tuesday in April to the first Tuesday after the first Monday in November (the General Election); and

Policy - continued

WHEREAS, such action requires the adoption of a resolution by the local board of education as set forth in P.L. 2011, c. 202; and

WHEREAS, P.L. 2011, c. 202 requires that the change in election date remain in effect for four years; and

WHEREAS, P.L. 2011, c. 202 eliminates the annual voter referendum on the proposed general fund tax levy (i.e., the base budget which is at or below the statutory tax levy cap) in school districts where board of education members are elected at the General Election; and

WHEREAS, P.L. 2011, c. 202 requires that an additional general fund tax levy proposal (i.e., for an expenditure in excess of the tax levy cap) be presented to voters as a separate question at the General Election; and

RESOLVED, That, pursuant to P.L. 2011, c. 202, the Allamuchy Board of Education changes the annual election date for its members from the third Tuesday in April to the first Tuesday after the first Monday in November (the General Election), beginning in 2013; and be it further

RESOLVED, That, pursuant to P.L. 2011, c. 202, this change will remain in effect at least through November 2016; and be it further

RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), the annual organization meeting of the Allamuchy Board of Education will take place in the first week of January following the November General Election and that the board of education's next organization meeting will take place during the first week of January 2014; and be it further

RESOLVED, That, pursuant to P.L. 2011, c. 202, members of the Allamuchy Board of Education whose terms would have expired by May 2014 will continue to serve in office until the January 2015 organization meeting; and be it further

RESOLVED, That this resolution be transmitted to the Warren County Clerk; the Warren County Board of Elections and/or Superintendent of Elections; the municipal clerk of Allamuchy; the school board secretary of Allamuchy; the Department of State, Division of Elections; the Department of Education's Executive County Superintendent; and the Department of Community Affairs, Division of Local Government Services; and be it further

RESOLVED, That copies of this resolution be provided to the New Jersey School Boards Association and the New Jersey State League of Municipalities.

CARRIED: Motion carried by roll call vote – F. Gavin voted no.

Policy - continued

C. Policy First Reading

Moved by D. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve the first reading of the following policies:

The Board of Education recognizes and appreciates the financial support received from federal and State funding sources and from local taxpayers. The Board desires to expand revenue sources for the financial needs of the school district and encourages financial support to the school district from non-school sponsored organizations. A “corporate sponsor”, for the purposes of this Policy, is a non-school sponsored person and/or organization that offers to provide support to the school district through financial or material means in exchange for recognition and/or acknowledgement.

The Board believes school-community relationships based on sound principles and community input can contribute to maintaining and improving high quality education programs and facilities. Corporate sponsorship activities that are consistent with the goals and objectives of the school district may be evaluated and recommended to the Board of Education for implementation within the district by the Superintendent. This Policy shall be administered to protect the school district’s name, pupils, and/or staff against exploitation.

Corporate Sponsorship Proposals

A potential corporate sponsor must submit a written corporate sponsorship proposal to the Superintendent. An organization’s sponsorship activity may include, but is not limited to, financial support to a school curricular or co-curricular activity or program, a school facility improvement, and/or a school assembly program. No pupil or staff member will be required to participate in surveys and/or focus groups as a condition of a corporate sponsorship.

In appreciation for such sponsorship, the school district will appropriately acknowledge the organization’s contribution to the school district. The acknowledgment may include a public address announcement at an activity, signage at the activity or on school grounds, or through other reasonable means. Posting of signs identifying the sponsor shall not be considered the district’s endorsement of the product or service of a company.

The Board reserves the right to terminate the sponsorship at any time. Therefore, all corporate sponsorship proposals must include provisions for such termination, which may include the return of any funding, goods, and/or services provided to the district.

Policy - continued

The corporate sponsorship proposal shall include the specific sponsorship activity, the proposed time period/duration of the activity, the requested acknowledgement, and the terms of termination in the event the Board decides to terminate such corporate sponsorship. The return of any benefits provided to the district as a result of the Board's termination will be limited to and in accordance with the provisions of the written corporate sponsorship proposal approved by the Board.

Board Approval of Corporate Sponsorship Activities

[Optional – Select one Option

___ All corporate sponsorship proposals in excess of \$ _____ are required to be approved by the Board upon the recommendation of the Superintendent. Corporate sponsorship proposals less than \$ _____ may be approved by the Superintendent.

___ All corporate sponsorship proposals must be approved by the Board.

___ Any corporate sponsorship proposal for a one-time activity, less than \$ _____ with no request for acknowledgment may be approved by the Superintendent. All other proposals shall be presented to the Board upon the Superintendent's recommendation for Board approval.

___ _____ |

In the event there are competing proposals for the same or similar sponsorship, the Board President will designate an Ad Hoc Board Committee to review the Superintendent's recommendation to the Board. All corporate sponsorship proposals recommended by the Superintendent will be discussed at a public Board meeting with the proposal being included on the Board Meeting agenda in accordance with Bylaw 0164 – Conduct of Board Meetings.

Duration of Corporate Sponsorship Activities

A corporate sponsorship shall not exceed _____ months in duration and will not be approved by the Board in excess of _____ months. At the conclusion of this approved period, and if the sponsor desires to continue the sponsorship, an updated sponsorship proposal must be prepared by the sponsor and submitted to the Superintendent for approval by the Board for another _____ month period. There shall be no expectation a corporate sponsorship will be renewed beyond the

Board approval dates. There shall be no limit to the number of times the Board approves the updated sponsorship proposal.

Acceptance of Corporate Sponsorships

Any sponsored or donated material, equipment, personal property or other benefit derived by the district through corporate sponsorships will be held to the same standards used for district purchases. Corporate sponsorship proposals that provide gifts, grants, and donations to the school district shall be accepted in accordance with the provisions of Policy 7240 – Gifts, Grants and Donations.

Applicable Laws

All corporate sponsorship proposals presented and approved by the Board shall be consistent with all district collective bargaining agreements, competitive bidding and purchasing laws, district policy and regulations, and all applicable federal and State laws, administrative codes, rules, and regulations.

Adopted: 27 February 2006

CARRIED: Motion carried unanimously by roll call vote.

Curriculum & Technology

A. Attendance at Professional Conferences

Moved by S. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve the following requests for attendance at professional conferences with mileage reimbursed at the current rate.

Teacher	Date	Workshop Name	Cost	Mileage
Patterson	12/16/13	Common Core	\$229.00	100
Ricci	12/16/13	Common Core	\$229.00	100
Koerner	11/25/13	Common Core	\$229.00	19.84
Thomas	11/25/13	Common Core	\$229.00	100
Sabol	11/01/13	Google Symposium	\$0.00	0
Patterson	12/16/13	Writing Instruction	\$225	60
Profito	10/31/13	Bullying	\$0	0
Martin	11/15/13	English Learning	\$0	15
Johnson	11/15/13	English Learning	\$0	0
DeAngelis	10/30/13	Jr. Solar Sprints	\$0	53

CARRIED: Motion carried unanimously by roll call vote.

Curriculum & Technology - continued

B. Class Trips

Moved by S. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve the following class trips for the 2013-2014 school year:

Name	Location	Cost	Transp. Cost	Date
Cohen	Great Meadows	0	0	11/26/13

CARRIED: Motion carried unanimously by roll call vote.

C. Thanksgiving Parade

Moved by S. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve the Chorus to attend the Thanksgiving Day Parade November 2013. The Board will pay for the entry fee and transportation costs.

CARRIED: Motion carried unanimously by roll call vote.

D. K-5 ELA Revision

Moved by S. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve K-5 ELA revision.
(electronic copy provided)

CARRIED: Motion carried unanimously by roll call vote.

XII OLD BUSINESS

XIII. SUPERINTENDENT'S REPORT

A. Comprehensive Equity Plan

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to acknowledge that the Statement of Assurance, Comprehensive Equity Plan has not been revised for the 2013-2014 School Year.

CARRIED: Motion carried unanimously by roll call vote.

October 28, 2013

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Superintendent's Report - continued

B. Nursing Services Plan

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve the submission of the Nursing Services Plan. (Appendix 12)

CARRIED: Motion carried unanimously by roll call vote.

XIV. PUBLIC COMMENTS

XV. BOARD DISCUSSION

XVI. ADJOURNMENT

Moved by M. Renaud and seconded by W. Cramer.

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by voice vote.

Time: 9:30 p.m.