

Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on April 24, 2017 was called to order at 7:35 p.m. in Room 149 by Diane Clark. 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 January 9, 2017 to the NJ Herald and Township Clerk. Notice was posted in the school office.

I. ROLL CALL

James Britt
Suzette Costello
William Cramer
Giovanni Cusmano
John Egan
Francis Gavin – arrived 8:20 p.m.
Brant Gibbs
Diane Clark - President

ABSENT

Mary Renaud

Student Representatives: Olivia Kreider

ALSO PRESENT

Mr. Joseph Flynn, CSA
Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

- A. Moved by B. Gibbs and seconded by S. Costello.
BE IT RESOLVED, that the minutes of the regular board meeting held on March 20, 2017, be approved. (Appendix 1)

CARRIED: Motion carried unanimously by roll call vote.

IV. STUDENT REPRESENTATIVE REPORT

V. ACKNOWLEDGEMENTS

- A. **Students of the Month** - Presented by Ms. Chickey/Mrs. Sabol
- B. **Teacher of the Month** - Presented by Ms. Chickey/Mrs. Sabol - is Mrs. Ricci

VI. PRESENTATIONS

Proposed 2017-2018 Budget

MOTION TO APPROVE OF 2017-2018 BUDGET

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

BE IT RESOLVED, to approve, on the recommendation of the Finance Committee and the Chief School Administrator, the following budget resolutions for the 2017-2018 school year:

BE IT RESOLVED, by the Allamuchy Township Board of Education, County of Warren, that the 2017-2018 school district budget be approved as follows:

	<u>Final Budget</u>
General Fund (11)	\$ 9,589,789
Capital Expenditures (12)	\$ 112,466
Capital Reserve	\$ 255,000
Maintenance Reserve	\$ 50,000
Tuition Reserve	\$ 50,000
Special Revenue Fund (20)	\$ 159,588
Debt Service (40)	\$ 763,050

BE IT FURTHER RESOLVED, that the following General Fund Tax Levy and Debt Service Tax Levy:

General Fund	\$ 8,666,893
Debt Service	<u>\$ 657,718</u>
Total Tax Levy	\$ 9,324,611

CARRIED: Motion carried unanimously by roll call vote.

VII. PRESIDENT'S REPORT

VIII. SUPERINTENDENT’S REPORT

A. Enrollment Report by Grade

Student Enrolment for Allamuchy Township School District											
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	
K	42	42	42	42	43	43	43	43			
1	49	50	50	50	50	52	52	52			
2	38	38	38	38	39	39	39	39			
3	35	35	35	35	37	37	37	37			
4	58	58	58	58	58	58	57	57			
5	46	47	48	48	49	49	49	49			
6	43	44	44	44	44	44	44	44			
7	44	44	44	44	44	44	44	45			
8	43	43	43	43	43	43	43	43			
PSD	3	3	3	3	3	3	3	3			
Total	401	404	405	405	410	412	411	412	0	0	
9 th	35	35	35	35	35	35	35	35			
10 th	46	47	46	46	46	46	45	45			
11 th	31	31	31	31	31	31	31	31			
12 th	39	39	39	39	38	38	38	38			
Total	151	152	151	151	150	150	149	149	0	0	
GT	552	556	556	556	560	562	560	561			

District

- **HIB - Monthly Update – 0 Investigations – 0 HIB**
- **Budget Information**
 - **2017-2018 Budget Presentation**
- **District Calendar**
 - **Revised 2016-2017 Calendar**
 - **2017 – 2018 Calendar**
- **Rutherford Hall**
 - **Capital Campaign**
 - **Naming/Gifting Rights**
- **District Testing Schedule**
- **Late Bus Discussion**
- **School Funding**
 - **Meeting at Town Hall with Josh Gottheimer’s Office regarding grant opportunities**
- **Negotiations Update (Executive Session)**
- **Legal Update (Executive Session)**

Facilities

- **Rutherford Hall Roof**
 - **Pre-Construction Meeting April 13th 2017**
 - **Mobilizing the project on or about April 24th 2017**
 - **Project to start after Mobilizing**

**IX. REPORTS
COMMITTEES**

- A. Operations: J. Britt - Chair**
- B. Human Resources: S. Costello – Chair**
- C. Education: G. Cusmano - Chair**
- D. Governance: F. Gavin - Chair**
- E. Town Council Liaison: B. Gibbs
J. Egan**

OTHER DISTRICT

- F. Hackettstown Board of Education Representative – G. Cusmano**

X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

XI. BOARD COMMITTEE ACTION REPORTS

Operations:

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 \$37,070.00 for February 2017 and for totals in March 2017 for Fund 10 of \$99,800.00. (Appendix 2)

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 #27604 through #27706 for a total amount of \$1,055,532.66 be approved for payment. (Appendix 3)

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 \$53,718.62, Investors Bank balance as of March 31, 2017. (Appendix 4)

CARRIED: Motion carried unanimously by roll call vote.

D. Tax Payment Schedule/Debt Service

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

BE IT RESOLVED, that the amount of district taxes needed to meet all interest and debt redemption charges for the 2017-2018 school year is:

2017 - 2018 TAX LEVY REQUEST

	Gen'l Fund Tax Levy	Debt Service Levy	Total Levy
July, 2017	722,241.00		722,241.00
August, 2017	722,241.00		722,241.00
September, 2017	722,241.00	176,875.00	899,116.00
October, 2017	722,241.00		722,241.00
November, 2017	722,241.00		722,241.00
December, 2017	722,241.00		722,241.00
January, 2018	722,241.00		722,241.00
February, 2018	722,241.00		722,241.00
March, 2018	722,241.00		722,241.00
April, 2018	722,241.00	480,843.00	1,203,084.00
May, 2018	722,241.00		722,241.00
June, 2018	722,242.00		722,242.00
	8,666,893.00	657,718.00	9,324,611.00

CARRIED: Motion carried unanimously by roll call vote.

F. Monthly Certification of Budget for February 2017

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 2/28/2017 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 2/28/2017 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 February, 2017 with a total Governmental Funds Account cash balance of \$49,047.67 (Appendix 5)

CARRIED: Motion carried unanimously by roll call vote.

G. Monthly Certification of Budget for March 2017

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 3/31/2017 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).
4. **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 3/31/2017 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.
5. **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 March 31, 2017 with a total Governmental Funds Account cash balance of \$526,406.81 (Appendix 6)

CARRIED: Motion carried unanimously by roll call vote.

Human Resources

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

A. Leave Replacement

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

BE IT RESOLVED, to approve Kristen Perkalis as the leave replacement for Jennifer Sauter effective 04/03/2017 step 1 \$44,630 prorated (not eligible for benefits)

CARRIED: Motion carried unanimously by roll call vote.

B. Tuition Student

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

BE IT RESOLVED, to approve the son of employee Brian Lohse to attend the Kindergarten program for the 2017/2018 school year.

CARRIED: Motion carried unanimously by roll call vote.

C. Substitute

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

BE IT RESOLVED, to approve Glenn Brennan as a substitute teacher for the 2016/2017 school year.

CARRIED: Motion carried unanimously by roll call vote.

D. Retirement

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

BE IT RESOLVED, to accept Patricia Cassa's letter of retirement from her position of Learning Disabilities Teacher/Consultant effective the last day of the 2016-2017 school year. We wish Patricia all the best in her retirement and she will be missed.

CARRIED: Motion carried unanimously by roll call vote.

Education

A. Class Trips

Moved by G. Cusmano and seconded by W. Cramer.

BE IT RESOLVED, to approve the following class trips for the 2016-2017 school year:

Grade	Location	Cost Per Student	Date
3 rd	Sussex County Farm	4.00	6/2/17
4 th	Quiet Valley	15.00	4/25/17
2 nd	Newton High School	3.00	5/2/17

CARRIED: Motion carried unanimously by roll call vote.

B. Attendance at Professional Conferences

Moved by G. Cusmano 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
Guido	7/18/17	Summer Reading Summit	0	0
DeAngelis	4/28/17	NASA/STEM Programs	229	122
DeAngelis	6/01/17	Award Ceremony	0	120
Thomas	5/17/17	Why we bully	0	90
Mikaliunas	8/21/17	Behavior Analysis	275	14.88

CARRIED: Motion carried unanimously by roll call vote.

C. 2017/2018 School Calendar

Moved by G. Cusmano and seconded by W. Cramer.

BE IT RESOLVED, to approve the 2017-2018 School Calendar.

(Appendix 7)

CARRIED: Motion carried unanimously by roll call vote.

D. 2016/2017 Graduation Date

Moved by G. Cusmano and seconded by W. Cramer.

BE IT RESOLVED, to approve the 2016/2017 8th grade graduation date for Monday June 19, 2017.

CARRIED: Motion carried unanimously by roll call vote.

E. 2016/2017 School Calendar Update

Moved by G. Cusmano and seconded by W. Cramer.

BE IT RESOLVED, to approve the removal of two days from the end of the 2016/2017 school calendar year. The last day for students will be 06/19/2017 and the last day for staff will be 06/20/2017.

CARRIED: Motion carried unanimously by roll call vote.

F. Kindergarten Countdown

Moved by G. Cusmano and seconded by W. Cramer.

BE IT RESOLVED, to approve the Kindergarten Countdown two week program, 4 days a week, Monday to Thursday, 2 sessions per day starting August 14, 2017.

CARRIED: Motion carried unanimously by roll call vote.

Governance

A. Policy 4000 series

Moved by F. Gavin and seconded by B. Gibbs.

BE IT RESOLVED, to approve first reading to readopt the 4000 series with revisions in the following Policies:

P 4123 – Probationary Period

P 4125 – Employment of Support Staff Members

P 4218 - Substance Abuse

P 4219 – Commercial Driver Controlled Substances and Alcohol Use Testing

P 4322 - Staff Members Use of Cellular Telephones and Electronic Devices

P 4425.1 – Modified Duty Early Return to Work Program – Support Staff Members

P 4431.1 – Family Leave

P 4431. 3 - New Jersey's Family Leave Insurance Program

CARRIED: Motion carried unanimously by roll call vote.

B. Policy Alert No. 211 February 2017

Moved by F. Gavin and seconded by B. Gibbs.

BE IT RESOLVED, to approve first reading to approve the following Policies:

0000.01	Introduction (M) (Revised)
0000.02	Introduction (M) (Revised)
0000.03	Introduction (M) (Revised)
P 2320	Independent Study Programs (Abolished)
P 2415.06	Unsafe School Choice Option (M) (Revised)
P 2464	Gifted and Talented Students (M) (Revised)
P & R 3160	Physical Examination (M) (Revised)
P & R 4160	Physical Examination (M) (Revised)
P 5460	High School Graduation (M) (Revised)
P 5465	Early Graduation (M) (Abolished)
P 7446	School Security Program (New)
P 8350	Records Retention (New)

CARRIED: Motion carried unanimously by roll call vote.

XII. OLD BUSINESS

XIII. PUBLIC COMMENTS

XIV. BOARD DISCUSSION

XIV. ADJOURNMENT

Moved by B. Gibbs and seconded by W. Cramer.

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by voice vote.

Time: 8:49 p.m.