

**Allamuchy Board of Education**

**Regular Meeting Minutes**

**February 24, 2020**

The regular meeting of the Allamuchy Township Board of Education held on February 24, 2020 is called to order at 7:30p.m. in the Media Center at the Allamuchy Township School by Ms. Strutin. 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 8, 2020 to the New Jersey Herald and Township Clerk. Notice was posted in the school office.

**I. ROLL CALL**

	<u>Present</u>	<u>Absent</u>
Stephen Bienko		X
James Britt		X
William Cramer	X	
Giovanni Cusmano		X
Harriett Gaddy	X	
Craig Green	X	
Venita Prudenti	X	
Mary Renaud	X	
Lisa Strutin, President	X	

ALSO PRESENT: Joseph Flynn, Superintendent  
 James Schlessinger, School Business Administrator  
 Donna Trainello, Board Secretary

**II. PLEDGE TO THE FLAG**

**III. APPROVAL OF MINUTES**

Moved by Mr. Cramer and seconded by Ms. Prudenti

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on January 27, 2020, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on January 27, 2020, be approved. (Appendix 1B)

CARRIED: 5-0-1 in a voice vote (Mr. Green)

**IV. STUDENT REPRESENTATIVE REPORT**

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

### V. ACKNOWLEDGEMENTS

GRADE	NAME	AWARD
K	Mia Clerico	Responsibility
1	Lucas Sucamelli	Respect
2	Daniel Fezenko	Responsibility
3	Nico Castelomendes	Respect
4	Roberto Montes De Oca	Respect
5	Jada Gordon	Citizenship
6	Matthew McGovern	Respect
7	Reese Puma	Respect
8	Logan Molloy	Respect

Teacher of the month - Mrs. Nancy Baglio

### VI. PRESENTATIONS

Tim Vrabel, T.M. Vrabel & Associates - Audit for the year ended June 30, 2019

- *The audit report can be found on the District website ([www.aes.k12.nj.us](http://www.aes.k12.nj.us)) under 'our district', then 'business office', then 'documents'*

### VII. PRESIDENT'S REPORT

- Ms. Strutin has set a new deliverable of Friday afternoon prior to a Board meeting for the production, distribution and posting to the website of the agenda for the meeting
- Attended senior luncheon
- Acknowledgement of Laurie Rapisardi's resignation

### VIII. COMMITTEE REPORTS

#### A. Operations (J. Britt, Chair)

- Budget process has begun
- Increasing speech therapy
- RH operations - will apply with the assistance of hist arch for two grants
- Transition plan for RH staff
- Discussion of July 4th event and LR unused leave payout

#### B. Human Resources (M. Renaud, Chair)

- Did not meet

#### C. Education (C. Green, Chair)

- Did not meet

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

- D. Governance (V. Prudenti, Chair)
- Did not meet; new policy alert has come out since and will meet next month
  - Asked that board members review bylaws and policies
- E. Town Council Liaison (S. Bienko & M. Renaud)
- Liaisons could not attend town meeting
- F. Rutherford Hall Liaison (L. Strutin and M. Renaud)
- Foundation did not meet
  - Friends met and are in process of nominating new officers
  - Comedy night upcoming
  - Historical lecture on March 4
- G. Hackettstown Board of Education Representative (H. Gaddy)
- HHSD instituting new security alert system (LENS) - largely grant funded
  - Resolved to dissolve shared services agreement

### IX. SUPERINTENDENT'S REPORT

- A. **HIB - Monthly Update** (if applicable, resolution to follow executive session)

**Current Month: February**

1 Investigations; 1 HIB

2 Out-of-School Suspensions; 0 In-School Suspensions

**Previous Month: January**

4 Investigations; 2 HIB

2 Out-of-School Suspensions; 0 In-School Suspensions

- B. **Enrollment by Grade**

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>K</b>	25	26	26	26	26	27				
<b>1</b>	49	50	50	49	49	50				
<b>2</b>	57	57	57	57	57	56				
<b>3</b>	47	48	48	49	49	50				
<b>4</b>	54	55	55	55	55	55				
<b>5</b>	37	35	34	35	35	37				
<b>6</b>	45	46	45	45	45	44				
<b>7</b>	57	57	57	57	57	57				
<b>8</b>	44	45	44	44	45	45				
<b>PSD</b>	9	9	9	10	10	9				

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

<b>Total</b>	<b>424</b>	<b>428</b>	<b>425</b>	<b>427</b>	<b>428</b>	<b>430</b>				
<b>9</b>	40	41	42	42	42	42				
<b>10</b>	39	42	40	40	39	39				
<b>11</b>	31	30	31	31	31	30				
<b>12</b>	30	31	31	31	31	31				
<b>Total</b>	<b>140</b>	<b>144</b>	<b>144</b>	<b>144</b>	<b>143</b>	<b>142</b>				
<b>GT</b>	<b>564</b>	<b>572</b>	<b>569</b>	<b>571</b>	<b>571</b>	<b>572</b>				

- Will be HIB discussion in executive session
- New after school activities are being rolled out
- 3rd grade bathroom repairs have been made
- Locker room clean-up/repair underway
- Additional facilities projects being discussed at committee level
- QSAC review coming up on Feb 27 with county office
- Recap of community forum and mock board meeting
- Next community forum will be March 10
- Mr. Flynn, Ms. Tuohy and Ms. Strutin will present at NJSBA on Friday (Feb 28) re shared services

### X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

*Public comment shall be governed by the Board of Education Bylaw 0167. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to five (5) minutes per person. The second public comment length is determined by the board as per policy.*

*Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.*

*The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.*

*Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or other person which the staff member or other person may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.*

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

### XI. BOARD COMMITTEE ACTION REPORTS

#### A. Operations:

Moved by Ms. Renaud , seconded by Ms. Prudenti to table item 5 to the executive session;  
carried 5-1-0 (C. Green)

Moved by Ms. Renaud and seconded by Ms. Prudenti, on the recommendation of the  
Superintendent and School Business Administrator, to approve the following resolution(s):  
(items 1-4, 6-10)

1. Budget Adjustments (Appendix 2)

BE IT RESOLVED to approve the following budget adjustment(s) for January, 2020:

Expense Budget Transfers	Fund 10	\$ 137,153.94
Expense Budget Transfers	Fund 20	\$ 1,000.00

2. Bills List (Appendix 3)

BE IT RESOLVED, that the general account bills list check #31059 through #31130 for a  
total amount of \$1,130,711.57 be approved for payment.

3. Student Activity (Appendix 4)

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$66,287.45  
at Investors Bank as of 1/31/2020.

4. Monthly Certification of Budget (Appendix 5)

- a. 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 1/31/2020 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).
- b. 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 1/31/2020 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.
- c. BE IT RESOLVED, that the motion to accept the financial reports from the Board  
Secretary and the Treasurer of School Monies for the month ending January 31, 2020  
with a total Governmental Funds Account cash balance of \$984,831.79.

~~5. Memorandum of Agreement (MOA)~~

~~BE IT RESOLVED, to approve the Memorandum of Agreement with the Rutherford Hall  
Foundation to sell and display limited advertising on the electronic sign on the Mountain  
Villa School property (Appendix 6).~~

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

6. Speech Therapist  
BE IT RESOLVED, to approve the Contract for Services with Ronda Wojcicki to provide Speech Therapy services to the District for up to six hours per week at a rate of \$70.00/hour effective February 25, 2020 through June 30, 2020 (Appendix 7).
7. Receipt of Donated Property  
BE IT RESOLVED, to accept, with gratitude, the donation of warehouse racking, valued at approximately \$3,000, from Turtle & Hughes, Inc.
8. Grant-Writing Services  
BE IT RESOLVED, to approve the services of Michael J. Margulies, Historical Architect, to assist the District in applying for a grant from the Preserve New Jersey Historic Preservation Fund administered by the New Jersey Historic Trust, for a fee of \$3,500 (Appendix 8A).
9. Grant-Writing Services  
BE IT RESOLVED, to approve the services of Michael J. Margulies, Historical Architect, to assist the District in applying for a grant from the “Warren County Municipal and Charitable Conservancy Trust Fund, for a fee of \$2,500 (Appendix 8B).
10. Comprehensive Annual Financial Report (CAFR)  
BE IT RESOLVED, to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor’s Management report for fiscal year ended June 30, 2019.

CARRIED: 6-0 in a roll call vote

### **B. Human Resources**

Moved by Ms. Renaud and seconded by Mr. Cramer, on the recommendation of the Superintendent, to approve the following resolution(s):

1. Wage Adjustment  
BE IT RESOLVED, to increase the rate of pay for substitute custodians from \$10.00/hour to \$11.00/hour, effective January 1, 2020, to comply with the change to the statutory minimum wage in the state of New Jersey.
2. Wage/Status Adjustment  
BE IT RESOLVED, to modify the roles of Sarah Lamonaco, Brendan Poff, Lynn Quinto and Ray Larsen from custodial substitutes to custodial permanent part-time effective February 1, 2020, at a rate of \$13.00/hour.

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

3. Substitute Bus Driver

BE IT RESOLVED, to approve Leslie Smith as a substitute bus driver for the 2019-20 school year, effective February 25, 2020 at a rate of \$20.00/hour

4. Resignation

BE IT RESOLVED, to accept, with regrets, the resignation of Laurie Rapisardi, effective April 12, 2020.

5. Temporary Coverage of Rutherford Hall Director Duties

BE IT RESOLVED, to approve the following adjustments for current employees for assuming additional duties related to the management of Rutherford Hall in the absence of a permanent Director:

- Jessica Taenzer: increase regular pay rate to \$18.00/hour, plus stipend of \$3.00/hour
- Janet Cunningham: increase regular pay rate to \$17.00/hour, plus stipend of \$2.00/hour

The regular pay rate increases shall be effective March 1, 2020. The stipend rates shall be effective March 1, 2020 through June 30, 2020 only.

6. Custodial Internship

BE IT RESOLVED, to enter into agreement with Abilities of Northwest New Jersey to allow students between the ages of 14 and 21 to work on an internship at no cost to the district (Appendix 9).

7. Student Teacher

BE IT RESOLVED, to approve Heather Piell as a student teacher returning to the District to complete her TPA.

CARRIED: 6-0 in a roll call vote.

### C. Education

Moved by Mr. Green and seconded by Mr. Cramer, on the recommendation of the Superintendent, to approve the following resolution(s):

1. Class Trips

BE IT RESOLVED, to approve the following class trips for the 2019-2020 school year:

Teacher	Grd	Date	Brief Descr of Trip	Location	Costs			
					Bus	Student	Board	TOTAL
Ricci	8	4/20/2020	Pax Amicus	Budd Lake, NJ	\$ 500	\$ 920	\$ -	\$ 1,420
Baglio	4	6/8/2020	Living Historical Farm	Stroudsburg, PA	\$ 500	\$ 348	\$ -	\$ 848
VanHaste	3	4/30/2020	Sussex Cty Farm & Horse Show	Augusta, NJ	\$ 250	\$ 200	\$ -	\$ 450

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

2. Attendance at Professional Conferences

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

Staff Member	Date	Workshop Name	Costs		
			Fee	Mileage	Total
Clinebell	03/16/2020	NJCEC	\$ 125	\$ 29	\$ 154
Patterson	03/20/2020	Holocaust Propaganda	\$ -	\$ 28	\$ 28
Ricci	03/21/2020	Holocaust Propaganda	\$ -	\$ -	\$ -
Clinebell	05/02/2020	Creating Learning Environments	\$ 30	\$ -	\$ 30
Tshudy	03/23/2020	Addressing Critical Social Stressors	\$ 100	\$ 29	\$ 129
Phlegar	05/02/2020	Creating Learning Environments	\$ 30	\$ -	\$ 30
Sauter	03/18/2020	Centenary Literacy Workshop	\$ 45	\$ -	\$ 45
Samiljian	03/18/2020	Centenary Literacy Workshop	\$ 45	\$ -	\$ 45
Arrambide	03/18/2020	Centenary Literacy Workshop	\$ 45	\$ -	\$ 45
Cleere	03/18/2020	Centenary Literacy Workshop	\$ 45	\$ -	\$ 45

3. Field Trips to Rutherford Hall

BE IT RESOLVED, to approve the plan to pilot the acceptance of field trips from other Districts to Rutherford Hall and development of related curriculum.

CARRIED: 6-0 in a roll call vote

### D. Governance

*No action required.*

## XII. OLD BUSINESS

Moved by Ms. Renaud and seconded by Mr. Green, on the recommendation of the Superintendent, to approve the following resolution:

1. Annual Appointments & Reorganization Items

BE IT RESOLVED, that the Board of Education recognizes the organization and activities of the Allamuchy Historical Society / Friends of Rutherford Hall for the purposes of Officer Liability and errors and omissions

Carried 6-0 in a roll call vote



# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

### XIII. PUBLIC COMMENTS

- Ms. Moyer, resident - 3rd grade bathroom only has one operating faucet. Mr. Flynn mentioned the parts have been ordered and are expected very soon.
- Ms. Moyer, resident - asked for information about locker room project, status and expected completion date.
- Ms. Moyer, Ms. McGovern, Ms. Stineley, residents - regarding 8th grade scheduling meetings, requested guidance by an advisor at ATS through the scheduling process and course selection.
- Ms. Stineley, resident - question re impact of Hackettstown shared services decisions.
- Ms. Muhlenbruch, teacher - clarified share discussion refers to Hackettstown and Great Meadows.
- Ms. Tuohy, resident, councilmember - would like for the Board to consider having a PA system to allow the public to be able to hear better.

### XIV. BOARD DISCUSSION

*None.*

### XV. EXECUTIVE SESSION

Enter Executive Session at 9:00 pm:

Moved by Mr. Green and seconded by Mr. Cramer,

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal, personnel, and negation issues

- AEA contract negotiation
- JM and LM o/b/o JM vs. ATBoE
- HIB finding
- Operations item #5

and WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in public meeting; and WHEREAS, the aforesaid subjects to be discussed are within the exemptions pursuant to P.L.1975 Chapter 231, it is; therefore, RESOLVED, that the aforesaid subjects shall be discussed in private session by this board and administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exists.

CARRIED: 6-0 via roll call vote

*Executive Session*

# Allamuchy Board of Education

## Regular Meeting Minutes

February 24, 2020

### Exit Executive Session at 10:00pm:

Moved by Mr. Cramer and seconded by Mr. Green,

BE IT RESOLVED, that the Board of Education has been in executive session for the past 60 minutes. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

CARRIED: 6-0 in a voice vote

### Action Item(s) from Executive Session Discussion:

Moved by Dr. Gaddy and seconded by Mr. Cramer,

1. HIB Finding

BE IT RESOLVED, to [uphold/modify/reject] the HIB finding as recommended by the Superintendent.

CARRIED: 5-0-1 (Mr. Green)

Moved by Ms. Prudenti and seconded by Mr. Cramer,

2. Memorandum of Agreement (MOA)

BE IT RESOLVED, to approve the Memorandum of Agreement with the Rutherford Hall Foundation to sell and display limited advertising on the electronic sign on the Mountain Villa School property (Appendix 6), amended as follows:

- Amend paragraph B-6 to strike all language after "...until June 30, 2020."

CARRIED 4-2-0 (Mr. Green, Dr. Gaddy)

## **XVI. ADJOURNMENT**

Moved by Mr. Green and seconded by Ms. Renaud,

BE IT RESOLVED, to adjourn the meeting at 10:00 p.m.

CARRIED: 6-0 in a voice vote