

Allamuchy Board of Education

Regular Meeting Minutes

January 27, 2020

The regular meeting of the Allamuchy Township Board of Education held on January 27, 2020 is called to order at 7:35 p.m. in the Media Center at the Allamuchy Township School by Lisa 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

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

Moved by Ms. Renaud and seconded by Mr. Cramer:

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on December 18, 2019, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on December 18, 2019 be approved. (Appendix 1B)
- C. BE IT RESOLVED, that the minutes of the reorganization meeting held on January 6, 2020, be approved. (Appendix 1C)
- D. BE IT RESOLVED, that the minutes of the executive session held on January 6, 2020 be approved. (Appendix 1D)

CARRIED: 7-0 voice vote

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IV. STUDENT REPRESENTATIVE REPORT

V. ACKNOWLEDGEMENTS

GRADE	NAME	AWARD
K	Avery St. Cerny	Caring
1	Sophia Mahoney	Trustworthiness
2	Sasha Fink	Trustworthiness
3	August Forest	Responsibility
4	Trenton Zalasky	Caring
5	Logan Bostdorff	Responsibility
6	Addison Fezenko	Caring
7	Emma Ricci	Responsibility
8	Rylee Hoskins	Respect

Governor's Educator of the Year (ATS)

- Teacher: Kaitlin Phlegar
- Educational Service Professional: Lorene Gallahue

Governor's Educator of the Year (MVS)

- Teacher: Jaehnel Hanisak
- Educational Service Professional: Lynn Quinto

VI. PRESENTATIONS

None.

VII. PRESIDENT'S REPORT

- Moved by Mr. Cramer and seconded by Ms. Renaud to adopt a resolution for the NJSBA January 2020 to be school board recognition month; carried 7-0 in a roll call vote.
- Attended senior citizens meeting to engage community
- Family (anonymous) donated bench to outdoor classroom; Mr. Sharrett to refinish and prepare for use.
- Ms. Strutin recommends that the Board strive to become a certified board.

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VIII. COMMITTEE REPORTS

- A. Operations (J. Britt, Chair)
 - Budget process is open, due to county 3/20
- B. Human Resources (M. Renaud, Chair)
 - Discussed staffing changes
- C. Education (C. Green, Chair)
 - No report
- D. Governance (V. Prudenti, Chair)
 - Did not meet - no new items to discuss
- E. Town Council Liaison (S. Bienko & M. Renaud)
 - Nothing to report; last meeting was in conflict with Operations meeting
- F. Rutherford Hall Liaison (L. Strutin and M. Renaud)
 - Ms. Renaud update on Friends meeting and activities
 - Ms. Strutin update on Foundation activities
- G. Hackettstown Board of Education Representative (H. Gaddy)
 - Worked on strategic plan

IX. SUPERINTENDENT'S REPORT

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

Current Month: January

4 Investigations; 2 HIB

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

Previous Month: December

1 Investigations; 1 HIB

0 Out-of-School Suspensions; 1 In-School Suspensions

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B. Enrollment by Grade

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
K	25	26	26	26	26	27				
1	49	50	50	49	49	50				
2	57	57	57	57	57	56				
3	47	48	48	49	49	50				
4	54	55	55	55	55	55				
5	37	35	34	35	35	37				
6	45	46	45	45	45	44				
7	57	57	57	57	57	57				
8	44	45	44	44	45	45				
PSD	9	9	9	10	10	9				
Total	424	428	425	427	428	430				
9	40	41	42	42	42	42				
10	39	42	40	40	39	39				
11	31	30	31	31	31	30				
12	30	31	31	31	31	31				
Total	140	144	144	144	143	142				
GT	564	572	569	571	571	572				

C. Additional Items:

- New after school activities being rolled out
- New bus has arrived and nearly road-ready
- MYBR took place at county office in January
- December follow ups:
 - 3rd grade bathrooms - one urinal replaced, other new part received damaged, to be replaced.
 - Bids received for RH bathrooms
- Met with new Warren County prosecutor
- Feb 4 - community forum and mock board meeting
- We will host a northwest NJ excellence in equity workshop
- Looking into Sustainable NJ certification in conjunction with Town.

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.

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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.

- Ms. Moyer, resident, raised concerns about staffing changes.

XI. BOARD COMMITTEE ACTION REPORTS

A. Operations:

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

1. Budget Adjustments (Appendix 2)

BE IT RESOLVED to approve the following budget adjustment(s) for December, 2019:

Appropriation from Maintenance Reserve	Fund 10	\$ 6,450.00
Expense Budget Transfers	Fund 10	\$ 165,961.15
Expense Budget Transfers	Fund 20	\$ 4,000.00

2. Bills List (Appendix 3)

BE IT RESOLVED, that the general account bills list check #30903 through #31508 for a total amount of \$907,932.26 be approved for payment.

3. Student Activity (Appendix 4)

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$67,274.39 at Investors Bank as of 12/31/2019.

4. Monthly Certification of Budget (Appendix 5)

- 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 12/31/2019 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).
- 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 12/31/2019 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

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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 of December 31, 2019 with a total Governmental Funds Account cash balance of \$494,317.27.

5. Rutherford Hall Bathroom Bids

BE IT RESOLVED, that the Allamuchy Board of Education rejects all bids received for the Rutherford Hall Bathroom Project and authorizes the architects to rebid the project per their recommendations.

6. Farmers' Market Contract

BE IT RESOLVED, to approve the revised Memorandum of Agreement between Agrestic Acres LLC and The Allamuchy Township Board of Education/Rutherford Hall to establish a local Farmers' Market during the Spring/Summer 2020 season (Appendix 6).

CARRIED: 7-0 in a roll call vote

B. Human Resources

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

1. Substitute Bus Driver

BE IT RESOLVED, to approve Cassandra Claypoch as a substitute bus driver for the 2019-2020 school year, effective 1/27/2020 at a rate of \$20.00/hour.

2. Substitute Bus Driver

BE IT RESOLVED, to approve Lisa Greene as a substitute bus driver for the 2019-2020 school year, effective 1/24/2020 at a rate of \$20.00/hour.

3. Substitute Teacher

BE IT RESOLVED, to approve Monerh Shaabneh as a substitute teacher for the 2019-2020 school year, effective 1/28/2020 at the standard substitute teacher rates for the District.

4. Substitute Teacher

BE IT RESOLVED, to approve Alison Manley as a substitute teacher for the 2019-2020 school year, effective 1/28/2020 at the standard substitute teacher rates for the District.

5. Part Time District Assistant

BE IT RESOLVED, to approve Ann Longyhore as a part time District assistant to the Transportation and Custodial departments for the 2019-2020 school year, effective 1/27/2020 at a rate of \$17.00/hour. The position requires 5 hours daily on days school is in session and 8 hours daily in the summer (last day of school through August 31).

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6. Middle School Math Teacher

BE IT RESOLVED, to approve the following assignment and FTE changes to fill the vacated Middle School math position:

- Emily Delaney from 5th grade to middle school math
- Leslie Potente from 0.5 Basic Skills to 0.5 Basic Skills plus 0.5 5th grade ELA
- Brendan Poff from 0.28/0.72 paraprofessional/teacher split to 0.5/0.5

7. Unpaid Time Off

BE IT RESOLVED, to approve two unpaid days in March 2020 for Marilou Tshudy, to be deferred to summer 2020.

8. Long Term Temporary Substitute Paraprofessional

BE IT RESOLVED, to approve Elizabeth Gavin as a long term temporary substitute paraprofessional for the 2019-2020 school year, effective 1/27/2020 at a rate of \$100.00/day, until the need for the position no longer exists.

9. Schedule A Positions: Enrichment Mini Units

BE IT RESOLVED, to approve the following new Enrichment Mini-Units, paid in accordance with the rate prescribed in the Collective Bargaining Agreement, Schedule A:

- K-2 Indoor Activities: Nick Serrano
- Bowling: Christine Rodriguez
- Coding/Robotics: Deb DeAngelis

10. Custodial Cleaning Procedures

BE IT RESOLVED, to approve the Allamuchy Township School District Cleaning Procedures (Appendix 7).

CARRIED: 7-0 in a roll call vote

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C. Education

Moved by Ms. Renaud and seconded by Mr. Bienko, 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
Adams	7 & 8	3/12/2020	Rehearse for District Wide Concert	Hackettstown HS	\$ 250	\$ -	\$ -	\$ 250
Schmiedeke	K	3/25/2020	Planetarium Visit	Raritan Valley CC	\$ 125	\$ 405	\$ -	\$ 530
Schmiedeke	K-3	3/27/2020	Theater Performance	Centenary University	\$ 500	\$ 1,830		\$ 2,330
Baglio	4	3/6/2020	G & T	Mansfield School			\$ 125	\$ 125
Boden	5 & 6	2/12/2020	County Spelling Bee	Phillipsburg MS	\$ 125			\$ 125
Patterson	7 & 8	3/11/2020	Battle of the Books	North Warren Reg	\$ 125			\$ 125

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
Serraino	02/25/2020	Health and Physical Education	\$ 75	\$ 48	\$ 123
Serraino	02/26/2020	Health and Physical Education	\$ -	\$ 48	\$ 48
Koerner	03/31/2020	Improving Behavior	\$ 279	\$ 26	\$ 305
Phlegar	03/31/2020	Practical Stategies	\$ 279	\$ 12	\$ 291
Adams	02/21/2020	NJ Music Education	\$ 135	\$ 104	\$ 239
Cefaloni, Schmiedeke	2/12-15/2020	NAPDS Conference, Atlantic City		\$ -	\$ 1,000

CARRIED: 7-0 in a roll call vote

D. Governance

No action items this month.

XII. OLD BUSINESS

None

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XIII. PUBLIC COMMENTS

- Ms. Tuohy, resident, asked about the daily hours breakout for the transportation and custodial job
- Mr. Egan, resident, updated the post-secondary schools that Allamuchy alumni are attending

XIV. BOARD DISCUSSION

None

XV. EXECUTIVE SESSION

Enter Executive Session at 8:15pm:

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

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

- AEA contract negotiation
- JM and LM o/b/o JM vs. ATBoE

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: 7-0 in a voice vote

Executive Session

Exit Executive Session at 8:55pm:

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

BE IT RESOLVED, that the Board of Education has been in executive session for the past 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 roll call vote.

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Action Item(s) from Executive Session Discussion:

Moved by Ms. Renaud and seconded by Ms. Prudenti,

1. HIB Finding - Case 5

BE IT RESOLVED, to uphold the HIB finding as recommended by the Superintendent.

CARRIED: 6-0 in a roll call vote

Moved by Ms. Renaud and seconded by Ms. Prudenti,

2. HIB Finding - Case 6

BE IT RESOLVED, to uphold the HIB finding as recommended by the Superintendent.

CARRIED: 6-0 in a roll call vote

XVI. ADJOURNMENT

Moved by Ms. Prudenti and seconded by Ms. Renaud,

BE IT RESOLVED, to adjourn the meeting at 9:00 p.m.

CARRIED: 6-0 in a voice vote.