

## **Allamuchy Township Board of Education**

The regular meeting of the Allamuchy Township Board of Education held on January 28, 2019 was called to order at 7:12 p.m. in Room 130 by J. Egan. 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, 2019 to the New Jersey Herald and Township Clerk. Notice was posted in the school office.

### **I. ROLL CALL**

James Britt  
William Cramer  
John Egan  
Craig Green  
Venita Prudenti  
Mary Renaud  
Lisa Strutin

### **ABSENT**

Giovanni Cusmano

### **ALSO PRESENT**

Mr. Joseph Flynn, CSA  
Mr. James Schlessinger, SBA  
Donna Trainello, Board Secretary

### **II. PLEDGE TO THE FLAG**

### **III. ELECTION OF OFFICERS**

#### **OFFICE NOMINATIONS**

##### **A. President**

J. Britt nominated John Egan to be president seconded W. Cramer

Moved by J. Britt and seconded by W. Cramer

**BE IT RESOLVED**, to close the nominations for President and cast a vote for as President.

Vote for: John Egan 7 yes, 0 no and 0 abstain

John Egan elected as President of the Board.

CARRIED: Motion carried unanimously by roll call vote.

**The Board President becomes the presiding official of the meeting at this time.**

**B. Vice President**

V. Prudenti nominated Lisa Strutin to be vice president seconded by W. Cramer

Moved by      and seconded by

**BE IT RESOLVED**, to close the nominations for vice president and cast a vote for Lisa Strutin as Vice President.

Vote for: Lisa Strutin 7 yes, 0 no and 0 abstain

Lisa Strutin elected as Vice President

CARRIED: Motion carried unanimously by roll call vote.

**IV. APPROVAL OF MINUTES**

A. Moved by J. Britt and seconded by L. Strutin.

**BE IT RESOLVED**, that the minutes of the regular board meeting held on December 17, 2018, be approved. (Appendix 1)

CARRIED: Motion carried unanimously by roll call vote.  
M. Renaud abstained

B. Moved by J. Britt and seconded by L. Strutin

**BE IT RESOLVED**, that the minutes of the executive session held on December 17, 2018 be approved. (Appendix 1A)

CARRIED: Motion carried unanimously by roll call vote.  
M. Renaud abstained

C. Moved by J. Britt and seconded by L. Strutin

**BE IT RESOLVED**, that the minutes of the Re-Org board meeting held on January 3, 2019, be approved. (Appendix 1B)

CARRIED: Motion carried unanimously by roll call vote.  
M. Renaud and V. Prudenti abstained

**V. STUDENT REPRESENTATIVE REPORT**

**VI. ACKNOWLEDGEMENTS**

- Teacher of the Month – Jennifer Sauter
- Governor's Educator of the Year  
*Mountain Villa School*  
Teacher – Nicholas Serraino

Educational Services Professional – Karen Rizzolo

*Allamuchy Township School*

Teacher – Anna Thomas

Educational Services Professional – Amy Crawford

- Students of the Month – Presented by Jennifer Gallegly and Melissa Sabol

GRADE	NAME	AWARD
K	Kellen Vargo	Responsibility
1	Collin Kushner	Kindness
2	Damon Ramos	Responsibility
3	Gabriella Dinkelspiel	Caring
4	Zachary Herbig	Caring
5	Nicole Del Valle	Responsibility
6	Rayna Bockbrader	Caring
7	Sophie Bonner	Respect
8	Garrett Waeschle	Respect

**VII. PRESENTATIONS**

**VIII. PRESIDENT’S REPORT**

**IX. SUPERINTENDENT’S REPORT**

**A. HIB - Monthly Update**

**Current Month - December**

0 Investigations – 0 HIB

0 Out-of- School Suspensions - 0 In-School Suspensions

**Previous Month – November**

1 Investigation – 0 HIB

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

**A. Enrollment by Grade**

Student Enrollment for Allamuchy Township School District										
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
K	50	51	52	52	51					
1	50	51	52	51	53					
2	45	46	46	46	46					
3	54	54	54	54	52					

4	38	38	39	39	39					
5	40	40	40	40	41					
6	54	54	54	54	56					
7	44	44	45	45	45					
8	46	46	46	46	46					
PSD	7	8	8	7	6					
<b>Total</b>	<b>428</b>	<b>432</b>	<b>435</b>	<b>434</b>	<b>435</b>					
9 <sup>th</sup>	38	38	40	40	41					
10 <sup>th</sup>	32	32	31	33	32					
11 <sup>th</sup>	32	32	31	31	31					
12 <sup>th</sup>	42	42	42	42	42					
Total	144	144	144	146	146					
<b>GT</b>	<b>572</b>	<b>576</b>	<b>579</b>	<b>580</b>	<b>581</b>					

**SUPERINTENDENT’S REPORT**

**OPERATIONS:**

- **Mountain Villa Campus/Allamuchy Township School**
  - We are continuing the process of closing out the Roof Project at Rutherford Hall.
  - We have been working close with the Township personnel to insure the properties are addressed during the winter storms. They have been very helpful.
  
- **Rutherford Hall**
  - The YMCA of Randolph and Morristown are meeting and we will be following up with them to put together a group to work collaboratively on programming. We will be using information from the Centenary Presentation on Rutherford Hall regarding marketing to drive the discussion.
  - We will be securing appropriate professionals to plan for the upcoming work for the Grant Project that was issued by the WCMTCC.
  - First Night went well, however the weather did not cooperate. In addition, the foundation sponsored a Kentucky Derby fundraiser this past weekend.
  - We have met with Melissa Castellon, Superintendent of Allamuchy State Park, we have discussed the following as ongoing events;
    - 4<sup>th</sup> of July Celebration (with fireworks)
    - First Night Celebration (with fireworks)
    - Cleaning brush along the water’s edge
    - Water activities
    - Stabilization and restoration of the Historical Dock
  
- The Operation Committee (RH) will be scheduling a meeting end of January beginning of February.
- **The Operations Committee has created a Standing Meeting is putting a Budget Calendar together and will be starting the Budget Process.**

**HUMAN RESOURCES:**

- Hiring of a paraprofessional as a personal aide to a student at Mountain Villa
- Beginning to review staffing needs for the 2019-2020 SY

<b>EDUCATION:</b>	
<ul style="list-style-type: none"> <li>• <b>Allamuchy Township School/Mountain Villa School</b> <ul style="list-style-type: none"> <li>• Mrs. Gallegly and I will be attending the NAPDS conference on February 13<sup>th</sup> through the 16<sup>th</sup> with Centenary University to present our Outdoor Classroom initiative.</li> <li>• Our Spelling Bee at MVS was held on January 9<sup>th</sup> 2019 and the winner of the Spelling Bee was Mia Leddy</li> <li>• Hackettstown Rotary distributed dictionaries all of our 3<sup>rd</sup> Graders. Thank so much for the donation.</li> <li>• 6<sup>th</sup> Grade had a field trip to Buehler Challenger Science Center. It was an awesome trip for all.</li> <li>• The ad-hoc committee to review sustainability opportunities to infuse in the current Outdoor Education Programming is planning a meeting at the beginning of February.</li> </ul> </li> </ul>	
<b>GOVERNANCE:</b>	
<ul style="list-style-type: none"> <li>• Policy Review             <ul style="list-style-type: none"> <li>○ There are several policies on the agenda for First Reading.</li> <li>○ Continue to investigate time limits in Executive Session will have a recommendation in January.</li> </ul> </li> <li>• District Goals-creating an action plan to move forward.</li> <li>• Strategic Planning Process – Kathy Helewa of NJSBA – Will facilitate the Strategic Planning on January 30<sup>th</sup> 2019 and February 18<sup>th</sup> 2019. Invitations went out to those that were to be invited.</li> <li>• The Winter Board Report went out over Break. In addition, Governance discussed moving to an electronic version “Newsletter. The first of many will be going out at the end of the month.</li> </ul>	
<b>ALLAMUCHY TOWNSHIP</b>	
<ul style="list-style-type: none"> <li>• The Township was very helpful with completing the work at the Bus Yard. We are in the process of purchasing a shed to use for supplies and equipment. In addition the Township continues to take care of the yard during the winter weather conditions.</li> </ul>	
<b>HACKETTSTOWN HIGH SCHOOL</b>	
<ul style="list-style-type: none"> <li>• The High Auditorium is still not up and running. They continue to work on making that happen. In speaking with Mr. Mango they are making provisions regarding annual use of the Auditorium.</li> </ul>	
<b>OTHER:</b>	
<ul style="list-style-type: none"> <li>• Legal Update in Executive Session</li> </ul>	

**X. COMMITTEES REPORTS**

**A. Operations:**

**J. Britt - Chair**

**B. Human Resources:**

**M. Renaud – Chair**

**C. Education:**

**G. Cusmano - Chair**

**D. Governance:**

**J. Egan - Chair**

**E. Town Council Liaison: J. Egan and J. Britt**

**F. Rutherford Hall Liaison: L. Strutin and M. Renaud**

**OTHER DISTRICT**

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

**XI. PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

**XII. BOARD COMMITTEE ACTION REPORTS**

**Operations**

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

**A. Budget Adjustments**

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

**BE IT RESOLVED** to approve the following budget adjustment(s):

Expense Budget Transfers	Fund 10	\$13,456.33
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(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 #29765 through #29897 for a total amount of \$1,305,282.22 be approved for payment. (Appendix 3)

CARRIED: Motion carried by roll call vote.

M. Renaud V. Prudenti voted No

**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 \$61,226.38 Investors Bank balance as of December 31, 2018.

(Appendix 4)

CARRIED: Motion carried unanimously by roll call vote.

**D. Monthly Certification of Budget**

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 December 31, 2018 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-16.10 (c)4.
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 December 31, 2018 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 December 31, 2018 with a total Governmental Funds Account cash balance of \$347,958.22. (Appendix 5)

CARRIED: Motion carried by roll call vote.  
M. Renaud and V. Prudenti voted No

**Human Resources**

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

**A. Substitute**

Moved by V. Prudenti and seconded by W. Cramer.

**BE IT RESOLVED**, to approve the following substitutes for the 2018/2019 school year.

Samantha Steinman                      Brendan Poff

CARRIED: Motion carried unanimously by roll call vote.

**B. Personal Aide**

Moved by V. Prudenti and seconded by W. Cramer.

**BE IT RESOLVED**, to approve Brendan Poff as a personal aide for a student at the Mountain Villa School retroactively effective January 14, 2019 at Step 10 at prorated salary of \$20,125.

CARRIED: Motion carried unanimously by roll call vote.

**Education**

**A. Attendance at Professional Conferences**

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

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

Staff Member	Date	Workshop Name	Cost	Mileage	Approximate Total Cost
Jennifer Gallegly	2/21/19	Mandatory District Test Coordinator Training	\$0	0	\$0.00
Melissa Sabol	2/21/19	Mandatory District Test Coordinator Training	\$0	27	\$8.91
Joanne Ferguson	3/28/19	Social Studies Strategies	\$269	72	\$291.32
Vickie Patterson	02/08/19	Holocaust Education	\$0	72	\$22.32
Michelle Ricci	02/08/19	Holocaust Education	\$0	0	\$0
Debra DeAngelis	3/20/19	Buehler Challenger and Science Center	\$0	126	\$39.06

CARRIED: Motion carried unanimously by roll call vote.

**B. Principal Evaluation**

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

**BE IT RESOLVED**, to approve the adoption of the NJ Department of Education Principal Evaluation for Professional Learning Observation Instrument for use of Principal evaluations starting in the 2018-2019 school year. (Appendix 6)

CARRIED: Motion carried unanimously by roll call vote.

**C. Robot in Classroom**

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

**BE IT RESOLVED**, to approve the use of a “VGO Robot” to enhance learning for a student on home instruction. The “VGO Robot” is being supplied by Goryeb Children’s Hospital/The Valerie Fund. (Appendix 7)

CARRIED: Motion carried unanimously by roll call vote.



## Governance

### A. Policy – First Reading

Moved by V. Prudenti and seconded by C. Green.

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

- \*P 0141.1 Board Member and Term – Sending District (Revised)
- \*P 0141.2 Board Member and Term – Receiving District (Revised)
- \*P 2422 Health and Physical Education (M) (Revised)
- \*P 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
- \*P 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- \*P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- \*P 5330.04 Administering an Opioid Antidote (M) (Revised)
- R 5330.04 Administering an Opioid Antidote (M) (New)
- P 5337 Service Animals (Revised)
- P 5756 Transgender Students (M) (Revised)
- P&R 7440 School District Security (M) (Revised)
- \*P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
- P 8860 Memorials (Revised)

Policy and Regulation Guide Updates - Replacing “Electronic Violence and Vandalism Reporting System (EVVRS)” with “Student Safety Data System (SSDS)”

- \*P 2415.06 Unsafe School Choice Option (M) (Revised)
- \*R 2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)
- \*R 5530 Substance Abuse (M) (Revised)
- \*P&R 5600 Student Discipline/Code of Conduct (M) (Revised)
- P&R 5611 Removal of Students for Firearms Offenses (M) (Revised)
- P&R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
- \*P&R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- \* P&R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised) (Appendix 6)

**“Asterisk” indicates options must be selected within the policy.**

CARRIED: Motion carried unanimously by roll call vote.

**B. HIB Report**

Moved by V. Prudenti and seconded by C. Green.

**BE IT RESOLVED**, to accept the HIB Report from the Board of Education meeting held on December 17, 2018.

CARRIED: Motion carried unanimously by roll call vote.

**XIII. OLD BUSINESS**

Public inquired about the donations for the boats at Mountain Villa School. Names of the people who donated were to be put on the web site and on the equipment depending on donation amount.

**XIV. PUBLIC COMMENTS**

**XV. BOARD DISCUSSION**

There is an open seat on the Board. If anyone is interested in becoming a Board Member please send a letter to the Board office by 2-11-2019.

**XVI. EXECUTIVE SESSION MOTION**

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

**BE IT RESOLVED**, WHEREAS, the Board of Education must discuss subjects concerning legal, personnel, and negation issues 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: Motion carried unanimously by roll call vote.

**Executive Session**

Moved by W. Cramer and seconded by V. Prudenti.

**BE IT RESOLVED**, that the Board of Education has been in executive session for 45 minutes for the purpose of legal issue. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

CARRIED: Motion carried unanimously by roll call vote.

## **XVII. ADJOURNMENT**

Moved by W. Cramer and seconded by L. Strutin.

**BE IT RESOLVED**, to adjourn.

CARRIED: Motion carried unanimously by voice vote.

Time: 8:56 p.m.