

## Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on February 25, 2019 is called to order at \_\_\_\_\_ p.m. in Room 149 by \_\_\_\_\_. 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  
Giovanni Cusmano  
John Egan  
Craig Green  
Venita Prudenti  
Mary Renaud  
Lisa Strutin

### ABSENT

### ALSO PRESENT

### II. PLEDGE TO THE FLAG

### III. APPROVAL OF MINUTES

- A. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.  
**BE IT RESOLVED**, that the minutes of the regular board meeting held on January 28, 2019, be approved. (Appendix 1)

CARRIED:

- B. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.  
**BE IT RESOLVED**, that the minutes of the executive session held on January 28, 2019 be approved. (Appendix 1A)

CARRIED:

### IV. STUDENT REPRESENTATIVE REPORT

### V. ACKNOWLEDGEMENTS

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

GRADE	NAME	AWARD
K	Elena Thomas	Responsibility
1	Ryder Jabush	Caring
2	Ella Graves	Citizenship
3	Brady Alfieri	Respect
4	Tyler Metternich	Responsibility
5	Sophia Herczku	Responsibility
6	Liam Parr	Responsibility
7	Caitlin Gamble	Trustworthiness
8	Sara Bahl	Respect

**VI. PRESENTATIONS**

**VIII. PRESIDENT’S REPORT**

**A. Open Board Member Seat**

nominated to be Board Member seconded

Moved by and seconded by

**BE IT RESOLVED**, to close the nominations for Board Member and to cast a vote for new Board Member.

Roll Call Vote for: yes, no and abstain  
elected as Board Member.

CARRIED: .

Swearing in of Board Member

**IX. SUPERINTENDENT’S REPORT**

**A. HIB - Monthly Update**

**Current Month – February**

2 Investigations – 1 HIB

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

**Previous Month – January**

0 Investigation – 0 HIB

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

**B. 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	51				
1	50	51	52	51	53	52				
2	45	46	46	46	46	46				
3	54	54	54	54	52	52				
4	38	38	39	39	39	39				
5	40	40	40	40	41	41				
6	54	54	54	54	56	56				
7	44	44	45	45	45	45				
8	46	46	46	46	46	46				
PSD	7	8	8	7	6	8				
<b>Total</b>	<b>428</b>	<b>432</b>	<b>435</b>	<b>434</b>	<b>435</b>	<b>436</b>				
9 <sup>th</sup>	38	38	40	40	41	41				
10 <sup>th</sup>	32	32	31	33	32	32				
11 <sup>th</sup>	32	32	31	31	31	32				
12 <sup>th</sup>	42	42	42	42	42	42				
Total	144	144	144	146	146	146				
<b>GT</b>	<b>572</b>	<b>576</b>	<b>579</b>	<b>580</b>	<b>581</b>	<b>582</b>				

**SUPERINTENDENT'S REPORT**

**OPERATIONS:**

- **Mountain Villa Campus/Allamuchy Township School**
  - We are the process of developing a facilities priority list that will work in conjunction with our budget process to allow for appropriate planning moving forward.
  - The Township has been very helpful with regard to the snow removal for the winter to date for both buildings and the Bus Yard.
  - We are preparing for the spring and will bring the Outdoor Classroom at Allamuchy Township School to life.
- **Rutherford Hall**
  - We have met with the YMCA of Randolph and Morristown, along with Laurie to discuss the partnership moving forward.
    - We discussed Quarterly Events that are a Joint Venture
    - We discussed 9 weeks in the summer that the YMCA Camps would utilize our facility one day a week.
    - We discussed their involvement in the Outdoor Adventure Program coming up in May.
    - We are in the process of scheduling a follow up meeting to involve the Program Directors of each YMCA to continue moving forward
  - Summer Camps are being publicized this month.
  - Capital Campaign is moving forward to work toward the following projects;
    - ADA Compliant Bathrooms on the First Floor
    - Air Conditioning for the First Floor

<ul style="list-style-type: none"><li>▪ Renovated Kitchen</li><li>○ We are moving forward with structural work for the first floor kitchen area.</li><li>○ As I shared with and have met with Melissa Castellon, Superintendent of Allamuchy State Park, we have discussed the following as ongoing events. We have put in an application for the following events at Rutherford Hall<ul style="list-style-type: none"><li>▪ 4<sup>th</sup> of July Celebration (with fireworks)</li><li>▪ First Night Celebration (with fireworks)</li><li>▪ Cleaning brush along the water's edge</li><li>▪ Water activities</li><li>▪ Stabilization and restoration of the Historical Dock</li></ul></li><li>• The Operations Committee (RH) will be scheduling a meeting for Mid-March.</li><li>• <b>The Operations Committee has created a Standing Meeting is putting a Budget Calendar together and will be starting the Budget Process.</b></li></ul>
<b>HUMAN RESOURCES:</b>
<ul style="list-style-type: none"><li>• We had a resignation of a bus driver that has left us short. The process to get a CDL is very difficult and the State is not making it easier. We have a Substitute Driver on the agenda and we are still looking for a permanent bus driver to fill the vacant seat. We are using substitute drivers to ensure the runs are covered.</li><li>• Beginning to review staffing needs for the 2019-2020 SY</li></ul>
<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 Presented at 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>• 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 Second Reading.</li></ul></li><li>• District Goals Update</li><li>• We had our first Session for our Strategic Planning Process – Kathy Helewa of NJSBA – facilitated the Strategic Planning on February 19<sup>th</sup> 2019. It was well received and many are looking forward to the next session which is Thursday, February 28, 2019.</li></ul>
<b>ALLAMUCHY TOWNSHIP</b>
<ul style="list-style-type: none"><li>• We are in the process of discussing opportunities for shared services</li><li>• We have invited several members of Township Committee to be a part of the Strategic Planning Process.</li></ul>
<b>HACKETTSTOWN HIGH SCHOOL</b>
<ul style="list-style-type: none"><li>• Hackettstown Board of Education Meeting was postponed.</li></ul>
<b>OTHER:</b>
<ul style="list-style-type: none"><li>• Legal Update in Executive Session</li></ul>

**IX. COMMITTEES REPORTS**

- A. Operations: J. Britt - Chair**
- B. Human Resources: G. Cusmano – Chair**
- C. Education: C. Green - Chair**
- D. Governance: V. Prudenti - 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**

**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. Budget Adjustments**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .

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

Expense Budget Transfers	Fund 10	\$373,621.45
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(Appendix 2)

CARRIED:

**B. Bills List**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .

**BE IT RESOLVED**, that the general account bills list check #29898 through #29957 for a total amount of \$592,033.61 be approved for payment. (Appendix 3)

CARRIED:

**C. Student Activity**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve the Student Activity Account in the amount of \$62,196.69 Investors Bank balance as of January 31, 2019.  
(Appendix 4)

CARRIED:

**D. Kindergarten Countdown Camp**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve the Kindergarten Countdown Camp from 8/12/19 – 8/15/19 at the Mountain Villa School.

CARRIED:

**E. SSP Architects**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to enter into a contract SSP Architects to prepare construction drawings for floor work at Rutherford Hall.

CARRIED:

**F. RK Environmental**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to enter into contract with RK Environmental to conduct preparation work for the structural floor work to stabilize the first floor at Rutherford Hall.

CARRIED:

**G. Memorandum of Agreement**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve the Memorandum of Agreement with David's County Inn.

CARRIED:

**H. Monthly Certification of Budget**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .

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 January 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:23-16.10 (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 January 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 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 January 31, 2019 with a total Governmental Funds Account cash balance of \$487,739.13. (Appendix 5)

CARRIED:

### **Human Resources**

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

#### **A. Leave of Absence**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve Ashley VanHaste for a Leave of Absence around March 15, 2019 and returning in September 2019.

CARRIED:

#### **B. Resignation**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to accept with regret the resignation of Laura Gockeler effective February 8, 2019.

CARRIED:

#### **C. Observation Student**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve Zaib Khawaja from County College of Morris to observe at the Mountain Villa School with Mrs. Muhlenbruch, Mrs. Cleere and Ms. Mikaliunas for the 2018/2019 school year.

CARRIED:

**D. Maintenance**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve Michael Brown for maintenance for the 2018/2019 school year effective on or about 3/11/19 at a rate of \$20.00 per hour up to 5 hours a day.

CARRIED:

**E. Substitute Bus Driver**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve Michael Brown as a substitute bus driver for the 2018/2019 school year effective on or about 3/11/19 at a rate of \$20.00 an hour.

CARRIED:

**F. Observation Student**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve Melanie Trillo from Centenary University to observe for 50 practicum hours towards her Master's in School Counseling for the 2018/2019 school year.

CARRIED:

**G. Suspension of Bus Driver**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to retroactively approve the suspension of employee number A0003910 from February 11, 2019 through February 18, 2019 with pay and February 11, 2019 without pay.

CARRIED:



**Education**

**A. Attendance at Professional Conferences**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**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
Rebecca Clinebell	02/22/19	Council for Exceptional Children	\$125	\$8.84	\$133.84
Jennifer Gallegly	03/25/19	The Real Role of the School Climate Team	\$0	\$18.60	\$18.60
Julie Profito	03/25/19	The Real Role of the School Climate Team	\$0	\$0	\$0
Anna Thomas	03/25/19	The Real Role of the School Climate Team	\$0	\$36.58	\$36.58
Jennifer Sauter	03/25/19	The Real Role of the School Climate Team	\$0	\$0	\$0
Melissa Sabol	3/26/19	HIB	\$0	\$40.30	\$40.30

CARRIED:

**B. Class Trips**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .

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

Teacher	Grade	Date	Brief description of trip	Location	Bus Cost	Student Cost	Approximate Total Cost	Funded by
Baglio	4	3/1/19	Rollercoaster Derby	Mansfield School	\$100	\$0	\$100	Allamuchy School
White	3,4,5,6	3/5/19	Chess Tournament	Rutherford Hall	\$200	\$0	\$200	Allamuchy School
DeAngelis	6	3/5/19	Movie	Rockaway, NJ	\$400.00	\$721.84	\$1,121.84	Students
Adams	6/7	3/14/19	Band Festival	Hackettstown High School	\$200	\$0	\$200	Student Activity
LoPresti	8	3/27/19	Spanish Meal	Dover, NJ	\$200	\$1750	\$1950	Students
Patterson	7,8	4/16/19	Battle of the Books	North Warren HS	\$100	\$0	\$100	Allamuchy School
Ferguson	7	5/17/19	Jockey Hollow	Morristown, NJ	\$200	\$200	\$200	Students
DeAngelis	5	6/11/19	Connect the Trout Program	Lambertville, NJ	\$200	\$902	\$1102	Students

CARRIED:

**Governance**

**A. Policy – Second Reading**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve the second 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:

**B. HIB Report**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to accept the HIB Report from the Board of Education meeting held on January 28, 2019.

CARRIED:

February 25, 2019

**XII. OLD BUSINESS**

**XIII. PUBLIC COMMENTS**

**XIV. BOARD DISCUSSION**

**XV. EXECUTIVE SESSION MOTION**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .

**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:

**Executive Session**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .

**BE IT RESOLVED**, that the Board of Education has been in executive session for 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:

**XVI. ADJOURNMENT**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .

**BE IT RESOLVED**, to adjourn.

CARRIED:

Time: \_\_\_\_\_ p.m.