

## **Allamuchy Township Board of Education**

The regular meeting of the Allamuchy Township Board of Education held on March 26, 2018 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 9, 2017 to the NJ Herald and Township Clerk. Notice was posted in the school office.

### **I. ROLL CALL**

James Britt  
Suzette Costello  
Giovanni Cusmano  
William Cramer  
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 February 26, 2018, be approved. **(Appendix 1)**

CARRIED:

- B. Moved by        and seconded by        .  
**BE IT RESOLVED**, that the minutes of the executive session meeting held on February 26, 2018, be approved. **(Appendix 1A)**

CARRIED:

### **IV. STUDENT REPRESENTATIVE REPORT**

## **V. ACKNOWLEDGEMENTS**

- Teacher of the Month – Christine Rodriguez, Mariah Adams, Jaehnel Hanisak
- Students of the Month – Jennifer Gallegly and Melissa Sabol
- Thank you to Charlie Fineran for donating goggles for bird watching

GRADE	NAME	AWARD
K	Grayce Bockbrader	Caring & Citizenship
1	Nico Castelomendes	Kindness & Respect
2	Richard Donlon	Caring & Citizenship
3	Genesis Lopez-Vasquez	Caring
4	Luke Testa	Citizenship
5	Rayna Bockbrader	Responsibility
6	Rylee Hoskins	Responsibility
7	Arianna Bremner	Caring
8	Faith Canfield	Caring and Helping

## **VI. PRESENTATIONS**

## **VII. PRESIDENT’S REPORT**

## **VIII. SUPERINTENDENT’S REPORT**

- HIB - Monthly Update – 3 Investigation – 0 HIB
- Out-of-School Suspensions – 0 In-school Suspensions

## A. Enrollment by Grade

Student Enrollment for Allamuchy Township School District										
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
K	50	51	51	51	50	50	50			
1	43	44	45	45	45	45	45			
2	51	50	52	51	51	51	52			
3	42	42	42	41	41	40	40			
4	38	39	38	38	38	38	38			
5	58	57	57	56	56	57	57			
6	47	47	47	46	46	46	46			
7	44	44	45	44	44	44	44			
8	46	47	46	46	47	46	46			
PSD	4	4	5	5	4	5	5			
<b>Total</b>	<b>423</b>	<b>425</b>	<b>428</b>	<b>423</b>	<b>422</b>	<b>422</b>	<b>423</b>			
9 <sup>th</sup>	35	32	32	32	32	32	32			
10 <sup>th</sup>	32	31	31	31	31	31	31			
11 <sup>th</sup>	44	44	44	44	44	42	41			
12 <sup>th</sup>	35	35	35	34	34	34	34			
Total	146	142	142	141	141	139	138			
GT	<b>569</b>	<b>567</b>	<b>570</b>	<b>564</b>	<b>563</b>	<b>561</b>	<b>561</b>			

## SUPERINTENDENT'S REPORT 3.23.18

### OPERATIONS:

- **Allamuchy Township School**
  - Partial Roof Replacement – The advertisement for the roof project has been executed. We have received documentation that SSP has submitted the information to the state. Will continue to keep you posted as to the progress of the project.
- **Mountain Villa Campus**
  - We discussed the termination of the contract for the Cell Tower with Gaelic Communications. There was limited contact with Declan from Gaelic, so we prepared a letter to go out to his office terminating the contract. He has contact us in the meantime and I will fill everyone in during Executive Session because it is contract related.
  - Treatment Facility. We are in the process of setting up a meeting with Bruce Smith. After our operations meeting, it was determined that there has been conversation that the MVS is within their limits and there is no further action that needs to take place. We have heard this through conversation and we have nothing in writing indicated same. This is the purpose of the meeting with Bruce Smith. Also, we discussed the interest in the installation of a water meter in the building. As I have said, there is a meter in a pit at the road and this meter will be beneficial for the district as a whole.
- **Rutherford Hall**
  - We have joined an organization that tracks grants at the Federal, State and

Local levels, the organization is GrantWatch.com. The organization will continue to share grant opportunities related to the topics that we have selected. There are a large number of topics and areas to search. The cost was under \$200 and we believe it will be beneficial not only to Rutherford Hall but to the district also.

- The Operations Committee met on Monday March 19<sup>th</sup> to review the final budget for 2018-2019 to be presented to the Board and subsequently sent to the County Office to meet the deadline date of March 29<sup>th</sup>.

Goal 2: **Investigate, evaluate, and produce a five-year school financial planning model.**

#### **HUMAN RESOURCES:**

- We have interviewed 2 candidates for the advertised custodial position and we are making a recommendation for the position.
- The committee is also moving forward with adopting the organizational chart for the district.
- We will continue to work on Job Descriptions throughout the end of the year.
- The negotiations team has had their first meeting with the Bus Drivers and we will update you in Executive Session.

Goal 1: **Continue to investigate, develop, and implement a community-based staff program to enhance quality of life resources offered to District employees.**

#### **EDUCATION:**

- **Allamuchy Township School**
  - Beauty and the Beast Jr. was a huge success. There were two performances and the students, and the cast did a wonderful job. Hats off to the Directors, Mariah Adams, Christine Rodriguez and Jaehnel Hanisak. It was an amazing opportunity for all.
  - We were able to install an update to the sound system in the gym. We were able to update to include two additional speakers.
  - All aides and teachers from ATS and MVS received 2 hours of suicide prevention training from the Warren County Family Guidance Center and Crisis Unit.
  - Jenn and I visited Makerspaces at three different schools on Monday and will be forming a committee to plan potential innovative learning environments at ATS and MVS.
- **Mountain Villa School**
  - Kindergarten Countdown dates have been set for August 13-16.
  - Mrs. Sabol met with a 3rd grade Brownie troop leader to discuss their "Take Action Project" that will benefit the MVS walking trails for the Atlantic Healthy Grounds Initiative.
  - Melissa Sabol, Danielle Pulver and Nick Serraino were on WRNJ to talk about Healthy Schools and the initiatives that we have in place to move forward.

Goal 3: **Evaluate current curriculum and programming to determine how to support reading, writing and critical thinking as delineated in the *Allamuchy Learner*.**

#### **GOVERNANCE:**

- We are moving forward with Policy Alert 214 for first reading

- We have on the agenda Homework Policy for first reading
- The committee is reviewing policy on Bus Advertising and will report out at a future date.
- The committee is reviewing the policy related to Rutherford Hall

Goal 3: Evaluate current curriculum and programming to determine how to support reading, writing and critical thinking as delineated in the *Allamuchy Learner*.

#### **ALLAMUCHY TOWNSHIP**

- As I have shared with everyone, the Mayor was disappointed in the amount of State Aid that was received for the district. He is interested in meeting with the Board Liaisons

#### **HACKETTSTOWN HIGH SCHOOL**

- Hackettstown High School will be in session on April 5<sup>th</sup> and April 6<sup>th</sup> due to additional snow days. The whole district will be in session on April 6<sup>th</sup>.
- Hackettstown School District BOE meeting was moved to Wednesday, March 28, 2018. They will be presenting the budget that will go to the County Office

#### **OTHER:**

- The case will be heard on March 26<sup>th</sup>. All three attorneys spoke today with me and I will be going to the conference which is scheduled for Monday, March 26<sup>th</sup> at 3:00PM. I will update the Board at the Board Meeting in Executive Session.

### **IX. COMMITTEE REPORTS**

- |                                 |                             |
|---------------------------------|-----------------------------|
| <b>A. Operations:</b>           | <b>J. Britt - Chair</b>     |
| <b>B. Human Resources:</b>      | <b>M. Renaud – Chair</b>    |
| <b>C. Education:</b>            | <b>G. Cusmano – Chair</b>   |
| <b>D. Governance:</b>           | <b>J. Egan - Chair</b>      |
| <b>E. Town Council Liaison:</b> | <b>J. Egan and J. Britt</b> |

#### **OTHER DISTRICT**

- |   |
|---|
| <b>F. Hackettstown Board of Education Representative – G. Cusmano</b> |
|---|

### **X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

## **XI. BOARD COMMITTEE ACTION REPORT**

### **Operations:**

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

#### **A. Transfers**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.  
**BE IT RESOLVED**, to approve the following list of transfers with totals in  
Fund 10 as of February 30, 2018 \$ 370,200.00  
Fund 20 as of February 30, 2018 \$ 31,228.00  
(Appendix 2)

CARRIED:

#### **B. Bills List**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.  
**BE IT RESOLVED**, that the general account bills list check # 28710  
through #28808 for a total amount of \$1,434,908.93 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 \$57,134.06, Investors Bank balance as of February 28, 2018.  
(Appendix 4)

CARRIED:

#### **D. Coordinated Transportation**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_.  
**BE IT RESOLVED**, to approve the Resolution for Participation in coordinated  
transportation for special needs, public, non-public and/or vocational students  
with Warren County Special Services School District for the 2018-2019 school  
year and includes a 4% administration fee.

CARRIED:

**E. Sussex County Regional Coop Transportation**

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

**BE IT RESOLVED**, to approve the joint resolution for transportation services with the Sussex County Regional Cooperative for the 2018-2019 school year and includes a 4% administration fee.

CARRIED:

**F. Eighth Grade Washington DC Trip - Chaperones**

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

**BE IT RESOLVED**, to approve the following staff members for the Washington D.C. trip on June 6, 7, 8 at the negotiated rate per contract

Jennifer Gallegly      Michelle Ricci      Vicki Patterson      Marsha Koerner  
Christine Rodriguez      Scott Brady      Sam Greco

CARRIED:

**G. Seventh Grade Overnight Camping Trip**

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

**BE IT RESOLVED**, to approve the following staff members for the Overnight Camping trip on May 21, 2018 at the negotiated rate per contract.

Kate Stiner      Debra DeAngelis      Melissa Sabol  
Rob White      Scott Brady      Brian Lohse

CARRIED:

**H. English Language Service Plan**

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

**BE IT RESOLVED**, to approve the English Language Service three year program plan.

CARRIED:

**I. Preliminary 2018-2019 School Budget**

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

**BE IT RESOLVED**, to introduce the preliminary 2018-2019 School Budget and authorize the School Business Administrator to submit the preliminary budget to the Warren County Office of Education for compliance and approval for advertisement as follows. It is understood that the budget can be advertised prior to approval of the county office due to time constraints:

Budget Amounts:

General Fund (11)	\$9,707,383
Capital Expenditures (12)	\$113,616
Special Revenue Fund (20)	\$159,558
Debt Service (40)	\$760,550
<i>Taxation Amounts (School Fiscal Year)</i>	
General Fund	\$8,780,668
Debt Service	\$698,327
Total Tax Levy	\$9,478,995

CARRIED:

**J. Mulching Volunteers**

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

**BE IT RESOLVED**, to approve the following students and teacher from Hackettstown High School to volunteer working on mulching the trails.

Mr. Greg Amundsen, Anthony Williams, Anne Newen, Brian Gerges, Elise Leinaweaver, Gentiana Lecaj, Charlene Carreon, Hannah Applegate, Makenzie McDonald, Eduardo Torres, Sierra Fezenko

CARRIED:

**K. Kindergarten Countdown Camp**

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

**BE IT RESOLVED**, to approve the Kindergarten Countdown Camp from 8/13/18 – 8/16/18 at the Mountain Villa School.

CARRIED:



**L. Monthly Certification of Budget**

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

**1. BE IT RESOLVED**, that the Allamuchy Board of Education accepts the Business Administrator's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12 (c) 3 that as of 2/28/2018 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (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 Business Administrator's monthly financial reports certify that as of 2/28/2018 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 Business Administrator's for the month of February 2018 with a total Governmental Funds Account cash balance of \$ 653,506.97  
(Appendix 5)

CARRIED:

**Human Resources**

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

**A. Schedule A**

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

**BE IT RESOLVED**, to approve Christine Rodriguez as a second track coach for the 2017-2018 school year, (given the number of students signed up).

CARRIED:

**B Organization Chart**

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

**BE IT RESOLVED**, to approve the Allamuchy Township Board of Education Organization Chart. (Appendix 6)

CARRIED:

**C. Custodian**

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

**BE IT RESOLVED**, to approve Clairanne Arcaro as a part time custodian at a Hourly rate of \$13.00 per hour for 4 hours a day effective 4/9/18.

CARRIED:

**Education**

**A. Attendance at Professional Conferences**

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

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

Staff Member	Date	Workshop Name	Cost	Mileage @ .31	Total
Donna Trainello	05/01/18	CDK Personnel Training	\$0.00	\$11.16	\$11.16
Tina Kay	05/01/18	CDK Personnel Training	\$0.00	\$8.68	\$8.68
Gina Davey	05/30/18	Handle with Care Behavior Management	\$450.00	\$10.85	\$460.85
Tina Kay	06/01/18	Annual School Law & Policy Seminar	\$0.00	\$43.40	\$43.40
Jennifer Gallegly	6/25/18 – 6/28/18	School Security Training	\$0.00	\$62.00	\$62.00

CARRIED:

**B. Class Trips**

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

**BE IT RESOLVED**, to approve the following class trips for the 2017-2018 school year:

Teacher	Date	Location	Bus Cost	Student Cost	Approximate Total Cost
Baglio	3/29/18	Mansfield	\$100.00	\$0.00	\$100.00
DeAngelis	4/20/18	Stephens State Park	\$200.00	\$290.00	\$490.00

CARRIED:

**C. School Calendar 2017/2018**

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

**BE IT RESOLVED**, that any added snow days will be added to the last day of school. The last three half days for students currently are 6/19/18 6/20/18 and 6/21/18, and the last day for staff is currently 6/22/18.

CARRIED:

## **Governance**

### **A Policy and Regulations**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ .  
**BE IT RESOLVED**, to approve the first reading for the following policy.  
(Appendix 7)

<b>P 2330</b>	<b>Homework (Revised)</b>
<b>P 0169.02</b>	<b>Board Member Use of Social Networks (New)</b>
<b>P 3437</b>	<b>Military Leave (Revised)</b>
<b>P 4437</b>	<b>Military Leave (Revised)</b>
<b>P 7425</b>	<b>Lead Testing of Water in Schools (New)</b>
<b>P 8507</b>	<b>Breakfast Offer Versus Serve (OVS) (M) (Revised)</b>
<b>P 8630</b>	<b>Bus Driver/Bus Aide Responsibility (M) (Revised)</b>
<b>P 9242</b>	<b>Use of Electronic Signatures (New)</b>
<b>P &amp; R 7440</b>	<b>School District Security (M) (Revised)</b>
<b>P &amp; R 7441</b>	<b>Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)</b>
<b>R 8630</b>	<b>Emergency School Bus Procedures (M) (Revised)</b>
<b>R 5460.1</b>	<b>High School Transcripts (M) (Revised)</b>
<b>R 7101</b>	<b>Educational Adequacy of Capital Projects (Revised)</b>

CARRIED:

### **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 negotiations issue 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 negotiation 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:

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