

# Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on February 26, 2018 is called to order at 7:39 p.m. in Room 149 by Suzette Costello. 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, 2018 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  
Lisa Strutin

## ABSENT

Venita Prudenti  
Mary Renaud

## ALSO PRESENT

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

## II. PLEDGE TO THE FLAG

## III. APPROVAL OF MINUTES

A. Moved by J. Egan and seconded by W. Cramer.

**BE IT RESOLVED**, that the minutes of the regular board meeting held on January 22, 2018, be approved. (**Appendix 1**)

CARRIED: Motion carried unanimously by roll call vote.

J. Britt, G. Cusmano J. Egan abstained

B. Moved by W. Cramer and seconded by J. Egan.

**BE IT RESOLVED**, that the minutes of the executive session meeting held on January 22, 2018, be approved. (**Appendix 1A**)

CARRIED: Motion carried unanimously by roll call vote.

J. Britt, G. Cusmano abstained

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

Mia Leddy gave a presentation of the student activities of the month

#### **V. ACKNOWLEDGEMENTS**

- Teacher of the Month – Christine Rodriguez
- Students of the Month – Jennifer Gallegly and Melissa Sabol

GRADE	NAME	AWARD
K	Rebecca Cefaloni	Caring
1	Patrick Jerauld	Responsibility
2	Roberto Montes De Oca Jr.	Responsibility
3	Isabella Todd	Respect
4	Rowen Forest	Caring
5	Jaiden Torres	Respect, Caring
6	Joseph Killian	Caring
7	Trysta Freeborn	Fairness
8	Etka Ayhan	Responsibility

#### **VI. PRESENTATIONS**

**No Presentations this Month**

#### **VII. PRESIDENT'S REPORT**

#### **VIII. SUPERINTENDENT'S REPORT**

- HIB - Monthly Update – 2 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				
1	43	44	45	45	45	45				
2	51	50	52	51	51	51				
3	42	42	42	41	41	40				
4	38	39	38	38	38	38				
5	58	57	57	56	56	57				
6	47	47	47	46	46	46				
7	44	44	45	44	44	44				
8	46	47	46	46	47	46				
PSD	4	4	5	5	4	5				
<b>Total</b>	<b>423</b>	<b>425</b>	<b>428</b>	<b>423</b>	<b>422</b>	<b>422</b>				
9 <sup>th</sup>	35	32	32	32	32	32				
10 <sup>th</sup>	32	31	31	31	31	31				
11 <sup>th</sup>	44	44	44	44	44	42				
12 <sup>th</sup>	35	35	35	34	34	34				
Total	146	142	142	141	141	139				
GT	<b>569</b>	<b>567</b>	<b>570</b>	<b>564</b>	<b>563</b>	<b>561</b>				

### SUPERINTENDENT'S REPORT

#### OPERATIONS:

- **District**
  - Budget process is in form and has been presented to the committee. We are working on finalizing the budget for the March 26, 2018 meeting. The Budget address by Governor Murphy is slated for March 13, 2018. The budget will need to be to the County Office no later than March 29, 2018.
  - In light of the recent tragedies in Florida, we continue to work with all agencies both in and out of the county to ensure the safety of our community.
- **Allamuchy Township School**
  - Solar Field – We have executed the deed and it was sent to the attorney to be filed with Warren County.
  - Roof Project – SSP Architect is in the process of developing the construction drawings for the project. Resolution to submit the project is on the agenda.
  - Stairs outside the cafeteria to be scheduled for Spring Break, which is the first week of April.
- **Mountain Villa Campus**
  - The letter was sent to the Township with regard to the Treatment Facility. We are waiting for a response from the Town.

- **Rutherford Hall**

- Summer camp offerings have been sent out to the community and the surrounding communities.
- Scheduling family meeting

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

**HUMAN RESOURCES:**

- Bus Drivers
  - We have set the first meeting for the bus driver negotiations, it will be held on March 20, 2018.
  - Continue to provide training/meetings for Bus Drivers
- We have posted for the PT Custodial position and will bring a candidate to the HR committee.
- We will be looking for volunteers from the staff to assist with moving forward with the district goal.
- Committee is moving forward with Job Descriptions revisions and will be looking for the Board to review and adopt in the near future.
- Committee completed a preliminary review of the staffing needs for the 2018-2019 SY and will coordinate with the Operation Committee.

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

**EDUCATION:**

- Continue to review the Homework Survey and the committee should be able to report out in March
- Media Center to consult with Media Specialist to continue compliance.
- Outdoor Classroom Summer Camp being offered to enhance summer camps at Rutherford Hall. Flyers went out to the surrounding counties.
- Since my last several Friday Notes, we have had the following major activities take place throughout the district.
  - MVS Cat in the Hat assembly and Wolf Pack Pride Assembly. The kids were amazing, and you should have heard them during the sing-a-long.
  - MVS Grade 2 ATS grades 3-5 Jump Rope for Heart, the kids were showing off their jump rope skills and the parents had the opportunity to come in during their child's time and see them in action. It was pretty cool to watch.

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

**GOVERNANCE:**

- I met with the committee chairperson as to how we move forward with the committee based on just having completed the revisions and readopting all policies. The goal will be to work on Policy Alerts and other policies as needed.
- The County Office did a mid-year review of QSAC, this is a result of an Action Plan regarding the Media Specialist position. We received all of our points back and the County will be sending a revised letter. Our points should give us percentages in Instruction and Program in the high 80%, Fiscal Management in the high 90% and Personnel should round out at 100%

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**

- We will be scheduling a meeting with the Township Officials after our consultant has had the opportunity to review the data and meet with Bruce Smith the consultant representing the Township.
- I have communicated with Paul Sterbenz the Township Engineer with regard to the speed limit sign project our goal is to have it in place in the spring.

**HACKETTSTOWN HIGH SCHOOL**

- No Report

**OTHER:**

- Law Suit–No Update

**IX. COMMITTEE 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**

**OTHER DISTRICT**

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

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

**BE IT RESOLVED**, to approve the following list of transfers with totals in Fund 10 as of January 31, 2018 \$10,500.00  
(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 # 28604 through # 28709 for a total amount of \$815,731.98 be approved for payment.,  
(Appendix 3)

CARRIED: Motion carried unanimously by roll call vote.

#### **C. Special Education Medicaid Initiative (SEMI) Program**

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

**BE IT RESOLVED**, to approve a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2017-2018 school year as the Allamuchy Township Board of Education would be fewer than 30 Medicaid eligible classified students.

CARRIED: Motion carried unanimously by roll call vote.

**D. Appropriate Capital Reserve Funds**

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

**BE IT RESOLVED, to approve the Appropriation of the Capital Reserve Funds**

**Whereas** the Allamuchy Board of Education, County of Warren desires to advance the following capital project, Partial Roof Replacement at the Allamuchy Township School, and

**Whereas** capital reserve funds may be appropriated by board resolution to support the capital project, and

**Whereas** the Allamuchy Board of Education acknowledges that the project is not consistent with the long-range facility plan and State support for capital projects is not currently available, and

**Whereas** the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital projects if a local board of education declares an eligible capital project, and

**Whereas**, by declaring a capital project eligible, the Allamuchy Board of Education hereby declares that the above-mentioned project will be supported in full with local capital reserve funds.

**Now Therefore Be It Resolved**, Now Therefore be it resolved, that the Allamuchy Township Board of Education authorizes the submission of the aforementioned project to the New Jersey Department of Education for approval. The Board of Education also authorizes the amendment of the District's Long-Range Facilities Plan to include this project.

**CARRIED:** Motion carried unanimously by roll call vote.

**E. 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 Business Administrator's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12 (c) 3 that as of 1/31/2018 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (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 1/31/2018 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 Business Administrator's for the month of January 2018 with a total Governmental Funds Account cash balance of \$644,015.78 .  
**(Appendix 4)**

CARRIED: Motion carried unanimously by roll call vote.

**F. Student Activity**

Moved by J. Britt and seconded by W. Cramer

**BE IT RESOLVED**, to approve the Student Activity Account in the amount of \$60,012.02, Investors Bank balance as of January 31, 2018.  
**(Appendix 5)**

CARRIED: Motion carried unanimously by roll call vote.

**Human Resources**

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



**A. Observation**

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

**BE IT RESOLVED**, to approve Melissa Stavros from County College of Morris for observation hours at the Mountain Villa School with Melissa Arrambide effective 2/27/18.

CARRIED: Motion carried unanimously by roll call vote.

**B. Substitutes**

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

**BE IT RESOLVED**, to approve Maggie Flynn to substitute for the 2017-2018 school year.

CARRIED: Motion carried unanimously by roll call vote.

**C. Home Instruction**

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

**BE IT RESOLVED**, to approve Vicki Patterson and Sam Greco for home instruction for student ID #4450903932 for up to 10 hours total a week not to 60 exceed 60 days.

CARRIED: Motion carried unanimously by roll call vote.

**Education**

**A. Attendance at Professional Conferences**

Moved by C. Green and seconded by W. Cramer.

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

<b>Staff Member</b>	<b>Date</b>	<b>Workshop Name</b>	<b>Cost</b>	<b>Mileage</b>
Laurie Rapisardi	03/05/18	Tour of FED's home	\$0	210
Laurie Rapisardi	03/19/18	Enatus Regional US Competition Judge	\$0	190
Laurie Rapisardi	03/23/18	President Elect Rotary Intenational Training	\$0	58
Laurie Rapisardi	10/02/18	Event Planning Expo	\$426.28	108

CARRIED: Motion carried unanimously by roll call vote.

**B. Class Trips**

Moved by C. Green and seconded by W. Cramer.

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

<b>Teacher</b>	<b>Date</b>	<b>Location</b>	<b>Bus Cost</b>	<b>Student Cost</b>	<b>Approximate Total Cost</b>
Baglio	03/02/18	Mansfield, NJ	\$100.00	\$0.00	\$100.00
Baglio	03/09/18	Allamuchy, NJ	\$100.00	\$0.00	\$100.00
Aussems	04/13/18	Hackettstown, NJ	\$200.00	\$337.50	\$537.50
Patterson	04/11/18	Washington, NJ	\$100.00	\$0.00	\$100.00
Van Haste	04/24/18	Augusta, NJ	\$200.00	\$164.00	\$364.00
Baglio	05/16/18	Oxford, NJ	\$100.00	\$0.00	\$100.00

CARRIED: Motion carried unanimously by roll call vote.

**Governance**

**A. No Actions at this time**

**XII. OLD BUSINESS**

**XIII. PUBLIC COMMENTS**

Alison Hatley read a letter to the Board regarding her nonrenewal.

**XIV. BOARD DISCUSSION**

**XV. EXECUTIVE SESSION MOTION**

Moved by J. Egan and seconded by G. Cusmano.

**BE IT RESOLVED**, WHEREAS, the Board of Education must discuss subjects concerning legal and negotiations 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 W. Cramer and seconded by J. Egan.

**BE IT RESOLVED**, that the Board of Education has been in executive session for 73 minutes for the purpose of legal and negotiations issues. 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 W. Cramer and seconded by J. Egan.

**BE IT RESOLVED**, to adjourn.

CARRIED:

Time: 9:25 p.m.