

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 7:30 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
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. APPROVAL OF MINUTES

- A. Moved by W. Cramer and seconded by J. Egan.
BE IT RESOLVED, that the minutes of the regular board meeting held on February 26, 2018, be approved. **(Appendix 1)**

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

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

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

IV. STUDENT REPRESENTATIVE REPORT

V. ACKNOWLEDGEMENTS

- Teacher of the Month – Christine Rodriguez, Mariah Adams, Jaehnel Hanisak
- Students of the Month – Presented by Jennifer Gallegly and Melissa Sabol
- Thank you to Charlie Fineran for donating goggles and bird houses 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 - Student Council monthly report

VII. PRESIDENT’S REPORT – Board Retreat topics.

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			
Total	423	425	428	423	422	422	423			
9 th	35	32	32	32	32	32	32			
10 th	32	31	31	31	31	31	31			
11 th	44	44	44	44	44	42	41			
12 th	35	35	35	34	34	34	34			
Total	146	142	142	141	141	139	138			
GT	569	567	570	564	563	561	561			

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 19th 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 29th.

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 5th and April 6th due to additional snow days. The whole district will be in session on April 6th.
- 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 26th. All three attorneys spoke today with me and I will be going to the conference which is scheduled for Monday, March 26th at 3:00PM. I will update the Board at the Board Meeting in Executive Session.

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 February 30, 2018 \$ 370,200.00
Fund 20 as of February 30, 2018 \$ 31,228.00
(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 # 28710
through #28808 for a total amount of \$1,434,908.93 be approved for payment.
(Appendix 3)

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

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 \$57,134.06, Investors Bank balance as of February 28, 2018.
(Appendix 4)

CARRIED: Motion carried unanimously by roll call vote.

D. Coordinated Transportation

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

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: Motion carried unanimously by roll call vote.

E. Sussex County Regional Coop Transportation

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

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: Motion carried unanimously by roll call vote.

F. Eighth Grade Washington DC Trip - Chaperones

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

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: Motion carried unanimously by roll call vote.

G. Seventh Grade Overnight Camping Trip

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

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: Motion carried unanimously by roll call vote.

H. English Language Service Plan

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

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

CARRIED: Motion carried unanimously by roll call vote.

I. Preliminary 2018-2019 School Budget

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

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: Motion carried unanimously by roll call vote.

J. Mulching Volunteers

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

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: Motion carried unanimously by roll call vote.

K. Kindergarten Countdown Camp

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

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

CARRIED: Motion carried unanimously by roll call vote.

L. 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 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: Motion carried unanimously by roll call vote.

Human Resources

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

A. Schedule A

Moved by M. Renaud and seconded by W. Cramer.

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: Motion carried unanimously by roll call vote.

B Organization Chart

Moved by M. Renaud and seconded by W. Cramer.

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

CARRIED: Motion carried unanimously by roll call vote.

C. Custodian

Moved by M. Renaud and seconded by W. Cramer.

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: Motion carried unanimously by roll call vote.

L. Strutin abstained

Education

A. Attendance at Professional Conferences

Moved by V. Prudenti 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.

Staff Member	Date	Workshop Name	Cost	Mileage @ .31	Total
Donna Trainello	05/01/18	CDK Personnel Training	\$0.00	\$0.00	\$0.00
Tina Kay	05/01/18	CDK Personnel Training	\$0.00	\$0.00	\$0.00
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	\$0.00	\$0.00
Jennifer Gallegly	6/25/18 – 6/28/18	School Security Training	\$0.00	\$62.00	\$62.00

CARRIED: Motion carried unanimously by roll call vote.

B. Class Trips

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

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: Motion carried unanimously by roll call vote.

C. School Calendar 2017/2018

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

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: Motion carried unanimously by roll call vote.

Governance

A Policy and Regulations

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

BE IT RESOLVED, to approve the first reading for the following policy.
(Appendix 7)

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

CARRIED: Motion carried unanimously by roll call vote.

XII. OLD BUSINESS

XIII. PUBLIC COMMENTS

XIV. BOARD DISCUSSION

Board suggested the Superintendent maybe able to have more interaction with the parents, staff and community by having a bag lunch with a few people once a month or so.

XV. EXECUTIVE SESSION MOTION

Moved by J. Egan and seconded by L. Strutin.

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: Motion carried unanimously by roll call vote.

Mr. Green left meeting at 8:15 and returned at 8:30 after negotiation discussion.

Executive Session

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

BE IT RESOLVED, that the Board of Education has been in executive session for 63 minutes for the purpose of legal and negotiation 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: Motion carried unanimously by roll call vote.

XVI. ADJOURNMENT

Moved by M. Renaud and seconded by V. Prudenti

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by roll call vote.

Time: 9:10 p.m.