

Allamuchy Township Board of Education

The scheduled regular meeting of the Allamuchy Township Board of Education held on November 25, 2013 is called to order at 7:38 pm in Room 149 by Francis Gavin. 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 June 5, 2013 to the Express-Times, Daily Record and Township Clerk. Notice was posted in the school office.

I. ROLL CALL

James Britt
Diane Clark
Suzette Costello
William Cramer
Brant Gibbs
Mary Renaud
Susan Torlucci
Francis Gavin, President

Student Council: Savannah Doelfel
Molly Szpakowski

ABSENT

John Egan

ALSO PRESENT

Dr. Seth Cohen, CSA
Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

- A. Moved by W. Cramer and seconded by B. Gibbs.
BE IT RESOLVED, that the minutes of the regular board meeting held on October 28, 2013, be approved. (Appendix 1)

CARRIED: Motion carried unanimously by voice vote.

IV. STUDENT REPRESENTATIVE REPORT

V. BUSINESS ADMINISTRATOR REPORT (Appendix 2)

VI. ACKNOWLEDGEMENTS - All Stars

VII. PRESENTATION

VIII. PRESIDENT'S REPORT

IX. COMMITTEE REPORTS

- A. Facilities and Property** – William Cramer
- B. Communications & Public Relations** - John Egan
- C. Student Activities/PTO Liaison** - Suzette Costello
- D. Town Council Liaison** – John Egan / Brant Gibbs
- E. Rutherford Hall Long Range Planning Committee** – Mary Renaud
- F. Finance** – James Britt
- G. Curriculum & Technology** – Suzette Costello
- H. Personnel** - Susan Torlucci
- I. Inter-District Liaison with Great Meadows** – Fran Gavin / Jim Britt
- J. Negotiations** – John Egan
Defer to Executive session
- K. Policy** – Diane Clark
- L. Foundation Liaison** – Francis Gavin
- M. Hackettstown Board of Education Representative** – Francis Gavin

X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

XI. BOARD COMMITTEE ACTION REPORTS

Finance

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

A. Transfers

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

BE IT RESOLVED, to approve the following list of transfers with a total in Fund 10 of \$126,848.00. (Appendix 3)

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 bills list in the amount of \$580,286.95 checks #23605 through #23688, is approved for payment. (Appendix 4)

CARRIED: Motion carried unanimously by roll call vote

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 \$20,722.92 in Investors Bank balance as of 10/31/12. (Appendix 5)

CARRIED: Motion carried unanimously by roll call vote

D. Comprehensive Annual Financial Report (CAFR)

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

BE IT RESOLVED, to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management report for fiscal year ended June 30, 2013. (Appendix 8)

CARRIED: Motion carried unanimously by roll call vote.

Finance – continued

E. Corrective Action Plan (C.A.P.)

Moved by J. Britt and seconded by W. Cramer

BE IT RESOLVED, to approve the Corrective Action Plan (C.A.P.) for the 2012 – 2013 fiscal year. There are no recommendations.

CARRIED: Motion carried unanimously by roll call vote

F. 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 October 31, 2013 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 (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 Board Secretary's and Treasurer's monthly financial reports certify that as of October 31, 2013 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 REOLVED THAT**, the motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of October 2013 with a total Governmental Funds Account cash balance of \$624,998.09 (Appendix 6)

CARRIED: Motion carried unanimously by roll call vote

Policy

A. Policy First Reading

Moved by D. Clark and seconded by W. Cramer.

BE IT RESOLVED, to approve the second reading of policy 6162.

CARRIED: Motion carried unanimously by roll call vote

Personnel

A. Substitute

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve Samuel Propper, Robert Hartman, Elyse Gurnowski and Francine Coplon as substitute teachers for the 2013-2014 school year.

CARRIED: Motion carried unanimously by roll call vote

B. Resignation

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve the resignation of Mary Anderson as an Instructional Aide effective 11/11/13.

CARRIED: Motion carried unanimously by roll call vote

C. Instructional Aide

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve the change of Christine Ahern from a part time aide at \$15.00 an hour to a Full Time Aide step 14 at \$21,425.00 prorated effective 11/11/13.

CARRIED: Motion carried unanimously by roll call vote

D. Aide

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve the change of Liliana Manzella from a part time aide to a full time aide Step 1 at \$15,885.00 prorated effective 11/26/13.

CARRIED: Motion carried unanimously by roll call vote

E. Aide

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve Katelyn Chudley as a part time aide effective 11/19/13 at \$15.00 an hour.

CARRIED: Motion carried unanimously by roll call vote

Personnel – continued

F. Job Description - Instruction Aide

Moved by S. Torlucci and seconded by W. Cramer.

BE IT RESOLVED, to approve the revised job description for Instructional Aide. (Appendix 7)

CARRIED: Motion carried unanimously by roll call vote

Curriculum and Technology

A. Attendance at Professional Conferences

Moved by S. Costello and seconded by B. Gibbs.

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

Teacher	Date	Cost	Mileage	Workshop Name
Cefaloni	1/31/14	\$189.99	54	Selective Mutism
Cannata	1/31/14	\$189.00		Selective Mutism
Greco	12/17/13	\$0	0	Fractions
Asbjorn	12/16/13	\$0	65	Common Core Standards
Patterson	12/16/13	\$225.00	60	Writing Instruction
Ricci	12/16/13	\$225.00		Writing Instruction
DeAngelis	1/24/25/13	\$250	221.64	ANJEE Conference
Davey	12-16 to 12-18	\$1000	400	Handle with Care
Miller	“	cost is for 2		

CARRIED: Motion carried unanimously by roll call vote

B. Class Trips

Moved by S. Costello and seconded by B. Gibbs.

BE IT RESOLVED, to approve the following class trips for the 2013-2014 school year:

Name	Location	Cost	Transp. Cost	Date
Ferguson	Branchburg, NJ	\$4.00	\$190.00	05/22/14

CARRIED: Motion carried unanimously by roll call vote

XII. OLD BUSINESS

XIII. SUPERINTENDENT'S REPORT

Monthly HIB Report –HIB investigations - 0
HIB findings - 0

XIV. PUBLIC COMMENTS

XV. BOARD DISCUSSION

XVI. ADJOURNMENT

Moved by W. Cramer and seconded by B. Gibbs

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by voice vote.

Time: 8:46 pm