



**Board of Education  
Regular Meeting Minutes  
January 24, 2022**

**I. CALL TO ORDER**

- A. The regular meeting of the Allamuchy Township Board of Education held on January 24, 2022 is called to order at 7:32 p.m. by Lisa Strutin..
  
- B. Statement of Compliance with Open Public Meetings Act
  - 1. The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, The Allamuchy Township Board of Education has caused adequate and electronic notice of this meeting 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 11, 2022 to the New Jersey Herald, Express Times, and Township Clerk. Notices were prominently posted on the bulletin board of the offices of each school, on the district website and on the district marquee. Please be advised that this meeting is being recorded; the recording will be made available on the District website as soon as possible, but no later than one week after the meeting has concluded.

**II. ROLL CALL**

Board Member	Present	Absent
Stephen Bienko		x
Abigail Christmann	x	
Giovanni Cusmano		x
Harriett Gaddy		x
Craig Green	x	
Lisa Moyer	x	
Venita Prudenti		x
Mary Renaud	x	
Lisa Strutin, President	x	

Also Present: Dr. Melissa Sabol, Superintendent of Schools  
Mr. Jim Minkewicz, School Business Administrator  
Ms. Alyssa Weinstein, School Attorney

**III. PLEDGE OF ALLEGIANCE** - led by Mrs. Strutin

**IV. MISSION AND VISION** - read by Mrs. Strutin

- A. To Promote the Allamuchy Learner
- B. The vision of the Allamuchy educational program is to develop young people who are curious, well rounded, knowledgeable, caring, respectful and responsible so that they can evolve into self-sufficient and confident citizens and members of a diverse society.

**V. APPROVAL OF MINUTES**

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on December 6, 2021, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on December 6, 2021, be approved. (Appendix 1B)
- C. BE IT RESOLVED, that the minutes of the reorganization meeting held on January 4, 2022, be approved. (Appendix 1C)
- D. BE IT RESOLVED, that the minutes of the regular board meeting held on January 4, 2022, be approved. (Appendix 1D)
- E. BE IT RESOLVED, that the minutes of the executive session held on January 4, 2022, be approved. (Appendix 1E)

Motion Made By: Ms. Renaud to approve the minutes as amended.

Seconded By: Mr. Green

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	X		
Mrs. Moyer	X		
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

**MOTION CARRIED**

**VI. CORRESPONDENCE** - Mrs. Strutin discussed comments regarding an anonymous email and masks in schools. The Governor’s executive orders remain to mandate mask-wearing while in school.

**VII. STUDENT REPRESENTATIVE REPORT** - Student council members reported on the pajama and book drive, spirit days for February, Tuesday-is-tuesday, donations and upcoming events.

**VIII. ACKNOWLEDGEMENTS** - Dr. Sabol announced the Allamuchy Pillars of Character Students and recognized Staff Members for the Months of December and January.

**December**

<b>Grade</b>	<b>Name</b>	<b>Pillar of Character</b>
Pre-K	Colton Stang	Fairness
K	Anna Acevedo	Kindness
1	Victoria Rosselot	Caring
2	Sean Walsh	Citizenship
3	Lucas Killian	Responsibility
4	Ayden Mendez	Respect
5	Patrick Jerauld	Caring
6	Jason Steeples	Responsibility
7	Isabella Todd	Trust
8	Matthew McGovern	Caring
Staff Member of the Month: Cathy Cefaloni		

**January**

<b>Grade</b>	<b>Name</b>	<b>Pillar of Character</b>
Pre-K	Aria Hollien	Respect
K	Adelaida Mantorska	Caring
1	Leo Marinelli	Responsibility
2	Jeremy Ma	Perseverance
3	Elena Thomas	Respect
4	Nicholas Morgen	Respect
5	Emma Parr	Responsibility
6	Ariel Romano	Caring
7	Cayden Beachem	Fairness

8	Addison Fezenko	Respect
Staff Member of the Month: Lauren Boden		

**IX. PRESENTATIONS**

- Start Strong Assessment - Dr. Sabol discussed the Start Strong Assessment Fall 2021.
- Rutherford Hall Foundation - Spring Arts Festival - Mrs. Brelbi spoke about the Rutherford Hall Spring Arts Festival, which will run from 5/12/22 to 5/22/22.

**X. PRESIDENT’S REPORT** - Mrs. Strutin thanked the students and staff for their hard work and dedication during this time and Mrs. Strutin thanked Dr. Sabol for donating a big-screen television to the school.

**XI. COMMITTEE REPORTS**

- A. Operations - Ms. Renaud discussed the sale of one of our old school buses for approximately \$7,000 (we are cleaning up the bus yard). Mrs. Strutin discussed item XV.6. on the agenda. We are going to try a new student club, National Jr. Honor Society. The funds will come from not running the Drama program this year.
- B. Human Resources - Mrs. Moyer discussed the human resources motions on the agenda.
- C. Education - Mr. Green reported that, while there are no meeting reports for Education and Governance, discussions were held via email.
- D. Governance
- E. Town Council Liaison - no report
- F. Rutherford Hall Liaison - Ms. Renaud reported that the committee met with the Foundation last week and discussed the Spring Arts Festival and discussed items for the new MOU.
- G. Hackettstown Board of Education Representative - Mrs. Moyer reported that Hackettstown had two meetings this month and briefly discussed the meeting agendas.
- H. PTO Liaison - Mr. Green discussed PTO events including the book-sale fundraiser and that the deadline is January 24th.

**XII. SUPERINTENDENT’S REPORT**

- A. HIB Report: Dr. Sabol reported that there was one investigation and none confirmed.
- B. Suspensions: 0 in-school, 0 out of school
- C. Enrollment By Grade:

Student Enrolment for Allamuchy Township School District										
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
<b>PK</b>	35	36	37	37	38					
<b>K</b>	36	37	37	37	38					
<b>1</b>	47	47	47	47	47					

2	29	29	28	28	29					
3	46	46	45	45	45					
4	54	54	55	55	55					
5	44	44	43	43	42					
6	54	53	53	53	53					
7	32	33	34	33	33					
8	43	43	44	44	44					
<b>Total</b>	<b>420</b>	<b>422</b>	<b>423</b>	<b>422</b>	<b>424</b>					
<b>9th</b>	39	40	40	42	42					
<b>10th</b>	38	39	39	40	40					
<b>11th</b>	42	42	40	41	41					
<b>12th</b>	41	42	42	42	42					
<b>Total</b>	<b>160</b>	<b>163</b>	<b>161</b>	<b>165</b>	<b>165</b>					
<b>GT</b>	<b>580</b>	<b>585</b>	<b>584</b>	<b>587</b>	<b>589</b>					

D. Other Items:

1. HIB Grade - Dr. Sabol discussed HIB self assessment scoring, training, grading and criteria.
2. Facility Usage - Dr. Sabol discussed facility usage and activities and adherence to protocols from the Health Department.
3. Dr. Sabol spoke about the Spelling Bee that was held last Friday.
4. Dr. Sabol reported that eighth-grade HHS scheduling will begin this Friday.

**XIII. REVISIONS TO AGENDA ITEMS**

Statement by the Board President: *This is now the time where a motion can be made for revisions, additions, and/or deletions to the agenda. This includes making a motion to table an item in a group of motions, making a motion to add or delete an item from a group of motions and making a motion to bring up a brand new agenda item. If there are no revisions to the agenda, we shall proceed as written.* Mr. Minkewicz reported that there is a slight adjustment to the bills list, from \$690,878.91 to \$688,251.43, to reflect two checks that were voided subsequent to the original upload of the list.

**XIV. PUBLIC COMMENT ON AGENDA ITEMS ONLY**

*This meeting is being broadcasted and recorded for public access but not intended for public participation. Please be advised that public comment sessions are for those who are attending the meeting in person only.*

*Public comment shall be governed by the Board of Education Bylaw 0167. There are two public comment opportunities. The first public comment is reserved for Action Items only, those items on the agenda the Board is voting on this evening. The second public comment is set aside for public comment on any school or school district issue that the public feels may be of concern to the residents of the school district. The first public comment is limited to three (3) minutes per person. The second public comment length is determined by the board as per policy.*

*Before making a public comment, participants are to state their name, place of residence, and group affiliation if appropriate.*

*The Board uses the public comment period as an opportunity to listen to citizen concerns. Please understand that public comment portions of our agenda are not structured as question and answer sessions, but rather they are offered as opportunities to share your*

*thoughts with the Board. The Board may or may not respond to public comments. However, all comments are considered and will be investigated and addressed as appropriate. The Board may respond to comments tonight, or at subsequent meetings under "Old Business". Please let the record reflect that the Board of Education does not endorse your comments nor will the Board of Education be held liable for comments you make about a staff member or other person which the staff member or other person may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.*

Mr. Francis Gavin: Discussed agenda item XV.A.5., Essential School Solutions, and asked about the details of the contract.

Dr. Sabol discussed Appendix 7 and spoke about the Behavioral Disabilities Program and least-restrictive-environment.

## **XV. BOARD COMMITTEE ACTION REPORTS**

### **A. Operations**

On Behalf of the Operations Committee, I hereby move resolutions 1-7:

Moved by: Ms. Renaud

Seconded by: Ms. Christmann

1. Budget Adjustments (Appendix 2)  
approve budget adjustments for November 2021 from funds 10 and 20
2. Bills List (Appendix 3)
  - a) approve for payment the general account bills list check from 01/05/22 to 01/24/22 in the amount of \$688,251.43 .
  - b) accepts the payroll registers for the month of December 2021.
3. Monthly Certification of Budget (Appendix 4)
  - a) 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 November 30, 2021 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).
  - b) 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 November 30, 2021 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.
  - c) BE IT RESOLVED, that the motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month ending November 30, 2021 with a total Governmental Funds Account cash balance of \$913,372.85
  - d) Student Activity Account (Appendix 5)  
approve the Student Activity Account in the amount of \$52,684.04 at Investor's Bank as of 11/30/21

4. Bus Inventory (Appendix 6)  
accept the sale of bus 9 in the amount of \$7,600
5. Essential School Solutions (Appendix 7)  
approve contract with Essential School Solutions to provide professional development and training to our staff to support mental health and behavioral disabilities. The cost for the remainder of 21-22: \$28,200. Cost for 22-23: \$56,400.
6. Addition of after-school programs  
approve Trep\$ and National Jr. Honor Society for this school year. To be funded through the current schedule A account and re-evaluated over the summer to determine if adequate funding is available for the 22-23 school year.
7. Donation  
accept the donation of a large flat-screen TV from the Sabol family to be installed in the ATS cafeteria for announcements and to be utilized to display information for students

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	x		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	x		Ck #32983
Mrs. Moyer	x		
Mrs. Prudenti			
Ms. Renaud	x		
Mrs. Strutin, President	x		

**MOTION CARRIED**

**B. Human Resources**

Pursuant to the recommendation of the Superintendent of Schools, and on behalf of the of the Human Resources Committee, I hereby move the following resolutions 1a-1d:

Motion Made by: Mrs. Moyer  
Seconded by: Ms. Renaud

1. Personnel  
approve/accept the following appointments as recommended by the superintendent:

A. BD Class Teacher	Amanda Shahin	CBA	\$53,603, prorated, start date 1/24/22
B. BCBA	Mandy Davis	Contract - update from up to 5 hours/week to up to 6 hours/week	\$100/hour for direct \$85/hour for indirect
C. Girls Volleyball Co-Coaches	Sydney Watkins Shaye Clark	Schedule A	\$605 Each
D. Full-Time Bus Driver (Number of hours worked equates to full time)	Bill Camel	CBA	\$21.40/hour

Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	X		
Mrs. Moyer	X		
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

**C. Education**

On Behalf of The Education Committee I hereby move resolution 1-2:

Motion Made by: Mr. Green

Seconded by: Ms. Christmann

1. Workshops

approve the attendance at the following workshops

CPI	2/2/22 2/16/22	Sarah Price Melissa Stavros Sarah Lamonaco Amanda Shahin Mandy Davis Julie Profito	Cost of course is \$25.99 each	o	Total:\$ 311.88
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		Rob White Marilou Tshudy Donna Stassi Allison Motzer Jenn Gallegly Megan Schmidt		
Lifeguard Certification	2/27/22	Emily Rist	Lifeguards are essential to our boating program	\$300
504 Workshop	2/2/22	Megan Schmidt		\$150

2. Field Trips

approve the following requests for field trips

Kate Stiner	4/26/22	7th Grade Students	Fairview Lake Camp	32 Students	Team Building	Cost - parents and school -parents \$ 45 and school \$35
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Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	X		
Mrs. Moyer	X		
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

**D. Governance**

On Behalf of The Governance Committee I hereby move resolutions 1-5:

Motion Made by: Mr. Green

Seconded by: Ms. Renaud

1. Anti-bullying Bill of Rights Act (Appendix 8a/b )  
approve the anti-bullying bill of rights self assessment to determine grade for Allamuchy Township School and Mountain Villa School
2. Strauss Esmay Policy Alert 225 (Appendix 9 )

approve the following policies for first reading per Strauss Esmay Alert 225

P. 1648.14	SAFETY PLAN FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19
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3. Strauss Esmay Policy Alert 223 (Appendix 10 )

approve the following policies for second reading, per Strauss Esmay Alert 223:

P. 0131	BYLAWS, POLICIES, AND REGULATIONS
P. 3134	ASSIGNMENT OF ADDITIONAL DUTIES
P. & R. 3142	NONRENEWAL OF NONTENURED TEACHING STAFF MEMBER
P. & R. 3221	EVALUATION OF TEACHERS (M)
P. & R.. 3222	EVALUATION OF TEACHING STAFF MEMBERS, EXCLUDING TEACHERS AND ADMINISTRATORS (M)
P. & R. 3224	EVALUATION OF PRINCIPALS, VICE PRINCIPALS, AND ASSISTANT PRINCIPALS (M)
P. & R. 4146	NONRENEWAL OF NONTENURED SUPPORT STAFF MEMBER

4. New and Mandated Policies for Second Reading (Appendix 11)

approve new and mandated policies for second reading, per Strauss Esmay Alert 225:

P. 2425	EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PROGRAM (M)
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5. Appendices for Policy 1648.11 (Appendix 12)

approve the appendices for P1648.11, The Road Forward Covid-19 Health and Safety, whereas Policy 1648.11 was approved 10/25/2021.

Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	x		
Dr. Cusmano			
Dr. Gaddy			

Mr. Green	x		
Mrs. Moyer	1,3,4	2,5	
Mrs. Prudenti			
Ms. Renaud	x		
Mrs. Strutin, President	x		

MOTION CARRIED

### E. Rutherford Hall

On Behalf of The Rutherford Hall Committee I hereby move resolutions 1-3:

Motion Made by: Mr. Green

Seconded by: Ms. Renaud

1. Rutherford Hall Foundation

- a. approve Eclectic Architecture to provide preliminary review and options for the AC project. Fees to be funded by the Foundation
- b. Spring Arts Festival - agree to allow the Foundation to conduct the Spring 2022 Arts Festival at Rutherford Hall at no cost to the Board.

2. Rutherford Hall Personnel

a. Joan Silvas	Adjust hours to indicate, "up to 15 hours per week"
b. Janet Cunningham	Adjust hours to indicate, "up to 5 hours per week on non-event related tasks"

3. Grant Pre-approval

Approve Rutherford Hall Foundation to apply for the \$2500 CHPP Mini-Grant to address two initiatives: \*increasing accessibility of historical resources to diverse communities; \*increasing the body and quality of information on New Jersey available to the public. Proposal includes using grant funds to purchase software and a computer to digitize our collection. In addition, create/furnish a research/reading room in the mansion.

Board Member	Yes	No	Abstain
Mr. Bienko			
Ms. Christmann	x		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	x		

Mrs. Moyer	X		
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

**XVI. OLD BUSINESS - none**

**XVII. PUBLIC COMMENTS GENERAL**

Mr. Francis Gavin: Commented on the Behavioral Disabilities Program and stated that it sounds like a great program and suggested that Dr. Sabol tell the public about it.

**XVIII. FOR THE GOOD OF THE ORDER - none**

**XIX. EXECUTIVE SESSION**

A. BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal, personnel, and negotiation issues

- Attorney-Client Privilege
- Legal Matters
- HIB

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.

Moved by: Ms. Renaud

Seconded by: Mr. Green

***MOTION CARRIED by unanimous voice vote***

***Executive Session***

B. BE IT RESOLVED, that the Board of Education has been in executive session for the past 27 minutes. The matters discussed will only be disclosed to the public once the reasons for nondisclosure no longer exist.

C. Action Item(s) from Executive Session Discussion:

1. Be it resolved to uphold the findings of the HIB investigation.

Moved by: Ms. Christmann

Seconded by: Mr. Green

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Mr. Bienko			
Ms. Christmann	X		
Dr. Cusmano			
Dr. Gaddy			
Mr. Green	X		
Mrs. Moyer			X
Mrs. Prudenti			
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

**XX. ADJOURNMENT**

Motion made at 9:14 p.m. by: Ms. Christmann  
 Seconded by: Mr. Green

*MOTION CARRIED by unanimous voice vote*

Respectfully submitted,

*Jim Minkewicz*  
 Board Secretary