



**Board of Education  
Regular Meeting Minutes  
April 24, 2023 7:30pm**

**I. CALL TO ORDER**

A. The regular meeting of the Allamuchy Township Board of Education held on April 24, 2023 is called to order at 7:30 p.m. by Lisa Strutin.

B. Statement of Compliance with Open Public Meetings Act

Statement by the Board President: *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, 2023 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
Stacy Bockbrader	X	
Abigail Christmann	X	
Harriett Gaddy		X
Maryann Gibbs	X	
Craig Green	X	
Lisa Moyer	X	
Jensy Rodriguez	X	
Mary Renaud, V. President	X (7:33)	
Lisa Strutin, President	X	

Also Present: Dr. Melissa Sabol, Superintendent of Schools  
Ms. Danielle Tarvin, Board Secretary

**III. PLEDGE OF ALLEGIANCE**

**IV. MISSION AND VISION**

Our Mission is to Promote the Allamuchy Learner

Our Vision of the Allamuchy educational program is to develop young people who are curious, well rounded, knowledgeable, caring, respectful and responsible so that they may evolve into self-sufficient and confident citizens and members of a diverse society.

**V. APPROVAL OF MINUTES**

BE IT RESOLVED, that the minutes of the regular board meeting held on March 20, 2023, be approved. ([Regular Meeting Minutes 3.20.23](#))

BE IT RESOLVED, that the minutes of the executive session held on March 20, 2023, be approved. ([Executive Session Minutes 3.20.23](#))

BE IT RESOLVED, that the minutes of the regular board meeting held on April 4, 2023, be approved. ([Regular Meeting Minutes 4.4.23](#))

BE IT RESOLVED, that the minutes of the regular board meeting held on April 4, 2023, be approved. ([Regular Meeting Minutes 4.4.23](#))

Motion: Gibbs		Second: Green		
Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	X			
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	3/20		4/4	
Lisa Moyer	X			
Jensy Rodriguez	X			
Mary Renaud				X
Lisa Strutin	X			

**VI. CORRESPONDENCE**

**VII. STUDENT REPRESENTATIVE REPORT**

**VIII. ACKNOWLEDGEMENTS**

**April**

Grade	Name	Pillar of Character
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Pre-K	Agustin Guglielmone	Care and Responsibility
K	Yasser Villanueva-Diaz	Respect and Responsibility
1	Amelia Finan	Caring
2	Brian Novy	Caring
3	Xavier Deguzman	Responsibility
4	Christian Beachem	Respect
5	Reagan Hill	Caring and Respect
6	Edinam Agbanu	Responsibility
7	Emmet Vargo	Respect
8	Caydan Beachem	Respect
Staff Member of the Month: Emily Rist		

## IX. PRESENTATIONS

- Budget Presentation - [2023-2024 Budget Presentation](#)

## X. PRESIDENT'S REPORT

Mrs. Strutin congratulated the staff and students who were recognized this evening. Mrs. Strutin presented Mr. Cusmano with a plaque for his years of service to the board of education. Mrs. Strutin also announced graduation dates as June 9th for 8th Graders and June 16th for Hackettstown High School. Mrs. Strutin announced with regret the resignation of Danielle Tarvin. Mrs. Strutin also reminded board members of conflicts with voting and to be mindful that any phone and computer use during a meeting is subject to OPRA request.

## XI. COMMITTEE REPORTS

Operations (M. Renaud) - ROD grants have been submitted, facility use plans, cafeteria contract

Human Resources (H. Gaddy, Chair) - HR items, resignation of BA

Education (M. Gibbs, Chair) - workshops, field trips, calendar, snow day give backs

Governance (C. Green, Chair) - policies for 1st and 2nd read

Town Council Liaison (A. Christmann, C. Green) - town budget presentation, 150th trivia night, clean up day, Allamuchy day, yard sale

Rutherford Hall Committee (A. Christmann) - volunteers, fireworks, garden sign ups, tours, visit the website for upcoming events, thank you to the RH friends for running tours

Rutherford Hall Liaison (A. Christmann, M. Renaud)

Hackettstown Board of Education Representative (H. Gaddy)- Superintendent search ongoing

PTO Liaison (C. Green)- Tricky Tray this weekend

Green Team Liaison (A. Christmann)- None

**XII. SUPERINTENDENT’S REPORT**

HIB Report: 3 investigations (one reopened), 1 confirmed  
 Suspensions: 1 in-school, 0 out of school  
 Enrollment By Grade

**Student Enrollment for Allamuchy Township School District**

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
PK	34	35	35	35	35	35	36	36		
K	37	38	38	36	36	36	36	36		
1	41	41	40	40	40	40	40	41		
2	47	47	47	47	47	47	47	47		
3	29	30	29	29	29	29	29	29		
4	48	48	48	48	48	48	48	48		
5	57	57	57	56	56	56	56	56		
6	45	45	45	44	44	44	44	44		
7	56	56	56	53	54	55	54	54		
8	31	31	30	30	30	30	30	30		
Total	426	429	425	418	419	420	420	421		
9th	37	37	38	38	38	38	37	37		
10th	36	35	35	35	35	35	35	35		
11th	41	40	40	40	39	39	39	39		
12th	40	40	39	39	39	39	39	39		
Total	154	152	152	152	151	151	150	151		
GT	580	581	577	570	570	571	571	572		

**Additional Items**

Roof of MVS- finished construction to resurface roof; Tri-district mixer- 8th grade activity day May 22nd with Great Meadows and Hackettstown, Night of the Arts 5/31- Art Show and STEAM activity, ATS Bathroom Update, Upcoming events- 3rd Grade Grammy, 4th Grade WAX Museum, 5th Grade Heritage Event, ROD grants for roof and HVAC- expect results of application by 5/31

**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.*

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

Statement by the Board President: *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.*

Mrs. Koerner spoke about the budget and security committee.

Mr. Gavin spoke about the budget and district goals.

Mrs. Muhlenbruch spoke about personnel.

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

### **Operations**

*On Behalf of the Operations Committee, I hereby move resolutions 1-9*

1. Budget Adjustments ([Budget Adjustments](#))  
approve budget adjustments for March 2023 from funds 10 and 20
2. Bills List ([Bills List](#))
  - a) approve for payment the general account bills list checks from 3/21/23 to 4/24/23 in the amount of \$960,835.09.
  - b) accepts the payroll registers for March 31, 2023 and April 6, 2023.
3. Monthly Certification of Budget (Board Secretary Reports Fund [10](#), [20](#), [40](#), [60](#)), ([Treasurer Report](#)), ([Deposits in Transit](#)), (Bank Reconciliation [10](#), [20](#), [40](#), [60](#))
  - 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 March 31, 2023 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10 (c) 3.
  - 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 March 31, 2023 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:23A-16.10 (c) 4 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 March 31, 2023 with a total Governmental Funds Account cash balance of \$810,426.09.
4. Student Activity Account (Student Fund Report)  
approve the Student Activity Account in the amount of \$44,728.24 as of 3/31/23

5. Grant Submission (Allamuchy School District ROD Grant Application)

approve EI Associates to submit the ROD grant application to the New Jersey Department of Education on the behalf of the Allamuchy Board of Education.

Whereas the Board of Education of Allamuchy Township in the county of Warren, New Jersey is authorizing Board representatives for the submission of required approvals from the New Jersey Department of Education in conjunction with the following projects:

- Roof Replacement at Allamuchy Township School
- HVAC upgrades at Allamuchy Township School
- HVAC upgrades at Mountain Villa School

Whereas, the Allamuchy Township Board of Education has selected EI Associates, Architects and Engineers to implement the above referenced projects. The District is not seeking debt service aid, therefore the projects should be considered Other Capital Projects. The district is anticipating State Assistance through ROD Grants for these projects.

Whereas, the project is required to be submitted to the State Department of Education. The projects are consistent with the long range facilities plan in accordance with the requirements of N.J.A.C. 6A:26-2.3, 2.1(f), 3.1 and 3.11.

Now, therefore be it resolved that the Allamuchy Township Board of Education hereby authorizes EI Associates as appropriate representatives of the Board (the “Board Representatives”) to submit any required educational plans and schematic plans for the projects. Be it further resolved that the Board Representatives are hereby authorized and directed to submit the schematic plans and any other required information to any agency required for NJDOE and ROD Grant submittals for review and comments, if necessary with the prescribed projects.

6. 2023-2024 School Budget

authorize the School Business Administrator to submit the preliminary budget to the Warren County Office of Education for compliance and approval for advertisement in the NJ Herald as follows:

Budget Amounts:

General Fund (11) 11,553,557  
Transfer to Charter School (10) 26,738  
Capital Expenditures (12) 0  
Special Revenue Fund (20) 203,029  
Debt Service (40) 767,000  
Total 12,550,324

Taxation Amounts (School Fiscal Year)

General Fund 9,908,150

Debt Service 704,250  
 Total Tax Levy 10,612,400

The public hearing on the budget for the 2023-24 school year will be held at ATS on April 24, 2023 at 7:30.

7. Tuition Students

- a. accept tuition student, 1313, to continue enrollment in Allamuchy Township School for the 2023-2024 school year with a tuition of \$8,246 where \$824.60 is due on the first day of each month, August - May.
- b. accept tuition student, 1108, to enroll in the Mountain Villa School for the 2023-2024 school year with a tuition of \$9,726 where \$972.60 is due on the first day of each month, August-May.

8. Maschio’s Contract and Student Lunch Price

approve the increase of student lunch from \$3.00 to \$3.15 for the 23-24 school year.

9. ~~Maschio’s Contract Renewal~~

~~approve the renewal of the food service management company fee for the 23-24 school year. \_\_\_\_\_ was approved as part of the three year contract with Maschio’s.~~

A motion was made by Mr. Green and seconded by Mr. Rodriguez to set the lunch price for 23-24 at \$3.15.

Motion: Green		Second: Rodriguez		
Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	X			
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X			
Jensy Rodriguez	X			
Mary Renaud	X			
Lisa Strutin	X			

Operations 1-8

Motion: Renaud	Second: Cristmann
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Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	1-6	7		
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	1-7a	7b		
Jensy Rodriguez	X			
Mary Renaud	X			
Lisa Strutin	X			

## 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 1-3*

### 1. Personnel

approve/accept the following appointments as recommended by the superintendent:

Name	Position	Notes	Step/Salary	Effective Date

### 2. Resignations

Name	Position	Notes	Effective Date
Pirro, Lissette	Paraprofessional	Resignation	4/16/2023
Tarvin, Danielle	Business Administrator	Resignation	6/16/2023

### 3. Staff Rehires [Rehire Chart](#)

approve the staff reappointments for the '23-'24 school year; salaries pending contract negotiations/ratification



Personnel 2-3

Motion: Strutin		Second: Green		
Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	X			
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X			
Jensy Rodriguez	X			
Mary Renaud	X			
Lisa Strutin	X			

**Education**

*On Behalf of The Education Committee I hereby move resolution 1-6*

1. Workshops  
approve the attendance at the following workshops

Name of Staff Member	Date of Workshop	Title of Workshop	Cost of Workshop	Mileage Reimbursement (.47/mile)
Thomas, Anna	6/6/2023	Behavioral Threat Assessment General Awareness Virtual	\$0	0
Price, Sarah	4/20/2023	Teacher Observation Morris Knolls High School	\$0	0
Bahl, Divya	5/3/2023	CDK Accounting and Personnel	\$0	0
Brown, Sarah	4/27/2023	CDK Personnel	\$0	0
Tarvin, Danielle	5/3/2023	CDK Accounting and Personnel	\$0	0

Wendel, Chrissie	4/21/2023	Centenary Literacy Conference	\$0	0
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2. Field Trips

approve the following requests for field trips

Teacher Requesting	Grade/Class	Destination	Date of Trip	Cost to students
Arrambide, Melissa	2	Crayola Factory Easton, PA	5/17/2023	\$19
Ricci, Michelle	8	Six Flags Great Adventure Jackson, NJ	6/1/2023	\$0
Aussems, Andrea	3	Sea Life Aquarium Rutherford, NJ	5/23/2023	\$18
Price, Sarah	MD/ERI 10 Students	Orts Farm Long Valley, NJ	6/1/2023	\$18
Ricci, Michelle	8	Jenkinson's Boardwalk NJ Shore	6/6/2023	\$0
Price, Sarah	MD 5 Students	Columbia Trail High Bridge, NJ	5/11/2023	\$0
Price, Sarah	MD 5 Students	Bockbrader Farm Allamuchy, NJ	5/22/2023	\$0
Stokes, Alyson	10 Students	Battle of the Books Knowlton, NJ	5/25/2023	\$0

3. Calendar Adjustments for the 2022-2023 School Year

approve the following adjustments to the '22-'23 school calendar:

Last day of school for students, June 12, 2023

Last day of school for staff, June 13, 2023

June 8, 9, and 12 - early dismissal days

4. Summer Intervention Program and ESY

approve the following dates for the Summer Intervention Program and Extended School Year:

MD/PSD - July 5 - Aug. 3, Mondays-Thursdays, 9-12

Intervention - July 10 - Aug. 3, Mondays-Thursdays, 9-12

5. Kindergarten Countdown Camp

approve the following dates for Kindergarten Countdown Camp:

August 14 - 17

6. College Placements

approve the following requests for college student placements

Name	College/University	Notes	Cooperating Teacher	Effective Date
Reyes, Viannys	Centenary University	Intern from Sept. - June \$10,500	Ms. Clark Mrs. Price	Sept. 1, 2023
Bizzarro, Alyssa	Centenary University	Practicum/ Student Teaching	Mrs. DeMary Mrs. Sauter	Sept. 1, 2023

Motion: Gibbs		Second: Green		
Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	X		2	
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X			
Jensy Rodriguez	X			
Mary Renaud	X			
Lisa Strutin	X			

**Governance**

*On Behalf of The Governance Committee I hereby move resolutions 1-2*

1. New, Mandated, Revised or Recommended Policies and/or Regulations for **First Reading**([Alert 229 Regulations](#)), ([P0155](#)), ([P0164.2](#))

Policy/Regulation	Section	Title	Notes
R5200	Students	Attendance	Mandated Revised

P0155	Bylaws	Board Committees	Revised
P0164.2	Bylaws	Virtual Board Meetings	New

2. New, Mandated, Revised or Recommended Policies and/or Regulations for **Second Reading** ([Alert 229](#))

Policy/Regulation	Section	Title	Notes
R2423	Program	Bilingual and ESL Education	Mandated Revised
R2425	Program	Emergency Virtual or Remote Instruction Program	Mandated New
R8140	Operations	Enrollment Accounting	Mandated Revised
R8330	Operations	Student Records	Mandated Revised
R8420.2	Operations	Bomb Threats	Mandated Revised
R8420.7	Operations	Lockdown Procedures	Mandated Revised
R8420.10	Operations	Active Shooter	Mandated Revised

Motion: Green		Second: Gibbs		
Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	X			
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer		X		

Jensy Rodriguez	X			
Mary Renaud	X			
Lisa Strutin	X			

**Rutherford Hall**

*On Behalf of The Rutherford Hall Committee I hereby move resolution 1.*

1. Volunteers

approve the following list of volunteers for Rutherford Hall

Lou Derose

Gerald Bajc

Motion: Christmann		Second: Gibbs		
Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	X			
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X			
Jensy Rodriguez	X			
Mary Renaud	X			
Lisa Strutin	X			

**XVI. OLD BUSINESS**

Mr. Green spoke about regionalization.

**XVII. PUBLIC COMMENTS GENERAL**

**XVIII. FOR THE GOOD OF THE ORDER**

Mrs. Gibbs spoke about teacher appreciation.

**XIX. EXECUTIVE SESSION**

Enter Executive Session

Time: 9:10pm

Motion: Christmann    Second: Green		
All In Favor?	Opposed?	Abstain?
X		

Exit Executive Session

Time: 9:50 pm

Motion: Christmann    Second: Renaud		
All In Favor?	Opposed?	Abstain?
X		

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

- *HIB*
- *Personnel*
- *Negotiations*
- *Superintendent Evaluation*

*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.*

***Executive Session***

*BE IT RESOLVED, that the Board of Education has been in executive session for the past 40 minutes. The matters discussed will only be disclosed to the public once the reasons for nondisclosure no longer exist. **Action will be taken.***

1. Be it resolved to uphold the findings of HIB investigation case number 14.
2. Be it resolved to uphold the findings of HIB investigation case number 15.

Motion: Gibbs		Second: Christmann		
Board Member	Yes	No	Abstain	Absent
Stacy Bockbrader	X			
Abigail Christmann	X			
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green				X (9:40)

Lisa Moyer			X	
Jensy Rodriguez	X			
Mary Renaud	X			
Lisa Strutin	X			

**XX. ADJOURNMENT**

9:51pm

Motion: Christmann		Second: Gibbs
All In Favor?	Opposed?	Abstain?
X		