

Allamuchy Board of Education

Regular Meeting Minutes

September 21, 2020

The regular meeting of the Allamuchy Township Board of Education held on September 21, 2020 is called to order at 7:30 p.m. *via teleconference* by Lisa Strutin. 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 8, 2020 to the New Jersey Herald and Township Clerk. Notice was posted in the school office.

I. ROLL CALL

| | <u>Present</u> | <u>Absent</u> |
|-------------------------|----------------|---------------|
| Stephen Bienko | | X |
| Abigail Christmann | X | |
| William Cramer | | X |
| Giovanni Cusmano | | X |
| Harriett Gaddy | X | |
| Craig Green | X | |
| Venita Prudenti | X | |
| Mary Renaud | X | |
| Lisa Strutin, President | X | |

ALSO PRESENT: Joseph Flynn, Superintendent
James Schlessinger, School Business Administrator/Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

Moved by Ms. Renaud and seconded by Mr. Green

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on August 17, 2020, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on August 17, 2020, be approved. (Appendix 1B)

CARRIED: 6-0 in a roll call vote

IV. STUDENT REPRESENTATIVE REPORT

- None

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V. ACKNOWLEDGEMENTS

| GRADE | NAME | AWARD |
|--|--------------------|----------------|
| K | Alexandra Windish | Respect |
| 1 | Jeramy Ma | Caring |
| 2 | Caitlin Nascimento | All Pillars |
| 3 | Ben Rodriguez | Citizenship |
| 4 | Carmine Montalvo | Responsibility |
| 5 | Faith Feldman | All Pillars |
| 6 | Emily Cucciniello | Respect |
| 7 | Hunter Scafati | Respect |
| 8 | Krish Bahl | Respect |
| <u>Staff Member of the Month:</u> ALL STAFF for their efforts in a successful reopening | | |

VI. PRESENTATIONS

- Kathy Helewa, New Jersey School Boards Association: Superintendent Search

VII. PRESIDENT'S REPORT

- Thanked staff members for the efforts towards reopening school
- NJSBA Workshop 2020 - asked board members to indicate whether they plan to attend the Workshop sessions
- Recognize Jim Britt and Bill Cramer for their service to the Board

VIII. COMMITTEE REPORTS

- A. Operations (M. Renaud)
- Discussed the security upgrade plan and additional use of capital reserve to complete the project
- B. Human Resources (V. Prudenti, Chair)
- Discussed appointments to stipend roles and other positions
- C. Education (C. Green, Chair)
- Discussed positives and challenges related to reopening
- D. Governance (G. Cusmano, Chair)
- Did not meet

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- E. Town Council Liaison (M. Renaud)
 - Council will be implementing a Vision Committee, to include a member of the Board.

- F. Rutherford Hall Liaison (L. Strutin and M. Renaud)
 - No new information to report.

- G. Hackettstown Board of Education Representative (H. Gaddy)
 - Congratulated Carly Curcio and Adrian Marinez for achieving the highest GPAs at Hackettstown HS among Allamuchy graduates and receiving scholarships from the PTO.
 - HS will have sports this fall, with Board of Health restrictions on spectators, staff and participants.

IX. SUPERINTENDENT’S REPORT

A. **HIB - Monthly Update** (if applicable, resolution to follow executive session)

Current Month: September

0 Investigations; 0 HIB

0 Out-of-School Suspensions; 0 In-School Suspensions

B. **Enrollment by Grade**

| | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|--------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| K | 44 | | | | | | | | | |
| 1 | 29 | | | | | | | | | |
| 2 | 46 | | | | | | | | | |
| 3 | 57 | | | | | | | | | |
| 4 | 48 | | | | | | | | | |
| 5 | 53 | | | | | | | | | |
| 6 | 34 | | | | | | | | | |
| 7 | 44 | | | | | | | | | |
| 8 | 53 | | | | | | | | | |
| PSD | 5 | | | | | | | | | |
| Total | 413 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 9 | 37 | | | | | | | | | |
| 10 | 44 | | | | | | | | | |
| 11 | 41 | | | | | | | | | |
| 12 | 32 | | | | | | | | | |
| Total | 154 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| GT | 567 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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C. Other Items:

- Acknowledged reopening challenges.
- Addressed the ‘seamless summer option’ available to all students to get a free school lunch through December 31.
- Old schoolhouse bathrooms have been repaired and renovated, other bathrooms have had fixtures repaired or replaced as needed, with additional work to be completed in the coming weeks.
- Virtual back to school night this Thursday, Sept. 24.
- Discussed HIB Self Assessment.
- Explained the Virtual Learning Coordinator role.
- Looking to collect data to plan the move to the next phase(s) of reopening.
- Reinforced necessary facecovering requirements and if, where, and under what conditions they can be removed.

X. PUBLIC COMMENTS ON AGENDA ITEMS 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 five (5) 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, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

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.

- Ms. Ozcan - will cohorts go back half day or full in the next phase
- Ms. Donatuccio - asked about volume of specials homework
- Ms. Clark - asked about the mask requirements
- Ms. Moyer - question about the advisor position and whether it could have been handled in -house

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XI. BOARD COMMITTEE ACTION REPORTS

A. Operations

Moved by Ms. Renaud and seconded by Ms. Prudenti, on the recommendation of the Superintendent and School Business Administrator, to approve the following resolutions:

1. Budget Adjustments (Appendix 2)

BE IT RESOLVED to approve the following budget adjustment(s) for July, 2020:

| | | |
|---|---------|--------------|
| Expense Budget Transfers | Fund 10 | \$ 37,091.00 |
| Appropriation of Revenue / Fund Balance | Fund 20 | \$ 82,900.00 |

2. Bills List (Appendix 3)

BE IT RESOLVED, that the general account bills list check #31538 through #31679 for a total amount of \$1,167,101.02 be approved for payment.

3. Student Activity (Appendix 4)

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$59,403.67 at Investors Bank as of 7/31/2020.

4. Monthly Certification of Budget (Appendix 5)

- 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 7/31/2020 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 7/31/2020 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 July 30, 2020 with a total Governmental Funds Account cash balance of \$1,166,535.80.

5. Appropriation of Capital Reserve (Appendix 6)

BE IT RESOLVED, to approve an amount to be determined, not to exceed \$40,000, from Capital Reserve to complete security upgrades in accordance with previously approved security plans. Total cost of the project is expected to be \$140,000, of which \$70,000 has been appropriated through the 2020-21 budget process and approximately \$30,000 is expected to be covered by security and safety-related grants.

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6. Buildings and Grounds Supervisor Mentor Agreement
BE IT RESOLVED, to authorize the Superintendent and Business Administrator to enter into an agreement with Matthew De La Rosa to continue to mentor the Buildings and Grounds Supervisor as needed, at a cost not to exceed \$750 monthly.
7. Donation of School Property
BE IT RESOLVED, to approve the donation of the chicken coop, no longer in use, to Michael Brown, to be removed at no cost to the District.
8. Transportation Jointure - Frelinghuysen (Appendix 7)
BE IT RESOLVED, to approve the 2020-2021 Joint Transportation contract with Frelinghuysen Township Board of Education - 9A Route Frelinghuysen (\$40,698) and 9B Ridge & Valley Charter School (\$17,442).
9. Transportation Jointure - Hackettstown (Appendix 8)
BE IT RESOLVED, to approve the 2020-21 joint transportation contract with Hackettstown Board of Education for three runs servicing their elementary schools (\$55,000 per run).
10. Tuition Contracts - Hackettstown (Appendix 9)
BE IT RESOLVED, to approve the regular and special education contracts with Hackettstown Board of Education at an estimated annual cost of \$2,134,504 and \$90,100, respectively.
11. Digital Divide Grant
BE IT RESOLVED, to accept the Digital Divide grant award in the amount of \$1,079.

CARRIED: 6-0 in a roll call vote.

B. Human Resources

Moved by Ms. Prudenti and seconded by Mr. Green, on the recommendation of the Superintendent to approve the following resolutions:

1. Schedule A Position Assignments (Appendix 10)
BE IT RESOLVED, to approve the assignment of the Schedule A stipend positions for the 2020-21 school year as per the appendix.
2. HIB Specialist
BE IT RESOLVED, to approve Julie Profito as the HIB Specialist for the 2020-21 school year.

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3. Centenary University Liaison for Educational Support
BE IT RESOLVED, to approve the addition of a Centenary University Liaison for Educational Support as a stipend position for the 2020-21 school year at a rate of \$2,000 for the year.
4. New Hire - Custodial Full Time Employee
BE IT RESOLVED, to approve Kevin Beam as a full time Custodian, effective on or about October 19, 2020, at an annual salary of \$36,000, prorated.
5. New Hire - Full Time Bus Driver / Part Time Custodial
BE IT RESOLVED, to approve Art Peterson as a full time Bus Driver at a rate of \$21.40 per hour for 180 school days, prorated for a start date on or about October 5, 2020.

BE IT FURTHER RESOLVED, to approve Art Peterson as a part time Custodian at a rate of \$14.00 per hour for four hours daily during the school year and eight hours daily during the summer season, effective on or about October 5, 2020.
6. Transportation Liaison / Part Time Custodial
BE IT RESOLVED, to approve Ann Longyhore as a full time District Employee responsible for Daily Transportation Operations and part time Custodial work, effective immediately.
7. Conversion from Substitute to Full Time Bus Drivers
BE IT RESOLVED, to approve Cassandra Claypotch and Lisa Greene to convert their roles as substitute Bus Drivers to Full Time Bus Drivers (5 hours daily), effective September 1, 2020.
8. Permanent Substitutes
BE IT RESOLVED, to approve Elizabeth Gavin and Guy Gorman as permanent substitutes for the 2020-21 school year at a rate of \$100 per diem; time worked beyond the standard 7-hour day shall be paid at the hourly rate of \$14.28.
9. Substitute Teacher
BE IT RESOLVED, to approve Diane DeGhetto as a substitute teacher for the 2020-21 school year.
10. Resignation - Part-Time Permanent Custodian
BE IT RESOLVED, to accept the resignation of Scott DeMary, effective October 3, 2020.
11. Substitute Custodian
BE IT RESOLVED, to approve Scott DeMary as a substitute custodian for the 2020-21 school year, effective October 5, 2020.

CARRIED: 6-0 in a roll call vote.

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C. Education

Moved by Mr. Green and seconded by Ms. Christmann, on the recommendation of the Superintendent, to approve the following resolution(s):

1. Anti-Bullying Self Assessment (Appendix 11)

BE IT RESOLVED, to approve the Anti-Bullying Self Assessment for each school.

CARRIED: 6-0 on a roll call vote.

D. Governance

Moved by Ms. Prudenti and seconded by Ms. Christmann, on the recommendation of the Superintendent, to approve the following resolution(s):

Ms. Prudenti made a motion to separate the policies in appendix 12A and 12B into two separate items, as the Rutherford Hall Policy was revised substantially and should revert to another first reading. The motion was seconded by Ms. Christmann and carried in a unanimous roll call vote.

1. Policy Updates (Appendix 12A)

BE IT RESOLVED, to approve the second reading of the following policy at the recommendation of the Governance Committee:

| | |
|------|------------------------|
| 6660 | Student Activity Funds |
|------|------------------------|

2. Policy Updates (Appendix 12B)

BE IT FURTHER RESOLVED, to approve the first reading of the following policy at the recommendation of the Governance Committee:

| | |
|---------|-----------------|
| 7510.01 | Rutherford Hall |
|---------|-----------------|

3. Board Member Resignation

BE IT RESOLVED, to accept, with regrets, the resignation of Bill Cramer from the Board of Education.

CARRIED: 6-0 in a roll call vote.

XII. OLD BUSINESS

- None

XIII. PUBLIC COMMENTS

- Ms. Clark - Asked about the lack of time between getting off the bus, getting lunch, and moving into the second portion of the day
- Ms. Moyer - asked about the status of various student activity accounts

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- Ms. Moyer - expressed a concern that the specials and other afternoon curriculum may be excessive.

XIV. BOARD DISCUSSION

- None

XV. EXECUTIVE SESSION

Enter Executive Session at 9:20 pm:

Moved by Ms. Prudenti and seconded by Ms. Christmann,

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

- Attorney-Client privileged matters
- Superintendent search and 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.

CARRIED: 6-0 in a roll call vote.

Executive Session

Exit Executive Session at 10:25 pm:

Moved by Mr. Green and seconded by Dr. Gaddy,

BE IT RESOLVED, that the Board of Education has been in executive session for the past 65 minutes. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

CARRIED: 6-0 in a voice vote.

ACTION TAKEN AS A RESULT OF THE EXECUTIVE SESSION:

- Ms. Strutin made a motion to contract with NJSBA to conduct the Superintendent search, seconded by Ms. Prudenti.

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XVI. ADJOURNMENT

Moved by Ms. Christmann and seconded by Mr. Green, to adjourn the meeting at 10:30 p.m.

CARRIED: 6-0 in a roll call vote.