

# Allamuchy Board of Education

## Regular Meeting Minutes

November 23, 2020

The regular meeting of the Allamuchy Township Board of Education held on November 23, 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	
Giovanni Cusmano	X	
Harriett Gaddy	X	
Craig Green	X	
Venita Prudenti	X	
Mary Renaud	X	
Lisa Strutin, President	X	Left 7:32pm

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

### II. PLEDGE TO THE FLAG

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At 7:32 p.m., Ms. Strutin announced her resignation from the Board to pursue the open seat left vacant by Mr. Cramer in September. Ms. Strutin handed control of the meeting over to Dr. Cusmano, Board Vice President and returned to the public.

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### III. APPROVAL OF MINUTES

Moved by Mr. Green and seconded by Mr. Bienko,

A. BE IT RESOLVED, that the minutes of the regular board meeting held on October 26, 2020, be approved. (Appendix 1A)

B. BE IT RESOLVED, that the minutes of the executive session held on October 26, 2020, be approved. (Appendix 1B)

CARRIED: 7-0 in a roll call vote.

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### IV. STUDENT REPRESENTATIVE REPORT

- None

### V. ACKNOWLEDGEMENTS

GRADE	NAME	AWARD
K	Sonya Naranjo	Responsibility
1	Roman Peña	Responsibility
2	Kai Castelomedes	Trustworthiness and Respect
3	Grayce Bockbrader	Respect
4	Adeola Adeniranye	Respect
5	Connor Gamble	Responsibility
6	Ethan Thomas	Respect and Responsibility
7	Isha Kumar	Responsibility
8	Saniya Durham	Responsibility
<b>Staff Member of the Month: Nancy Baglio</b>		

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### EXECUTIVE SESSION

Enter Executive Session at 7:37 pm:

Moved by Ms. Christmann and seconded by Dr. Cusmano,

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

- Attorney-Client privileged matters
- Superintendent search

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: 7-0 in a roll call vote.

*Executive Session*

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Exit Executive Session at 8:52 pm:

Moved by Ms. Christmann and seconded by Mr. Bienko,

BE IT RESOLVED, that the Board of Education has been in executive session for the past 75 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: 7-0 in a roll call vote.

### VI. PRESENTATIONS

- None

### VII. PRESIDENT'S REPORT

- Dr. Cusmano asked if there was interest in opening the floor for nominations to fill the open Board seat vacated by Mr. Cramer.
  - Ms. Renaud made a motion to open the floor to nominations, seconded by Ms. Prudenti.
  - Ms. Prudenti nominated Lisa Strutin, seconded by Ms. Renaud.
  - There being no further nominations, the nominating window was closed.
  - Lisa Strutin is appointed to the Board 6-0 (Dr. Cusmano abstained) in a roll call vote.
    - Mr. Bienko, Ms. Christmann, Ms. Prudenti, and Ms. Renaud each read the following statement to accompany their vote: *"Let the record reflect: I vote yes to the appointment of Lisa Strutin to the vacant board seat of William Cramer. I previously relied on the written assurance of the Executive County Superintendent to allow this board to appoint the position beyond the 65 days. I will resign my board position if the Executive County Superintendent circumvents our local school board's authority to appoint this position."*
    - \*\*Amendment of the submitted minutes by Board Resolution of January 4, 2021\*\*:  
Dr. Gaddy accompanied her vote with the word "ditto".
  - Ms. Strutin recited the oath and rejoined the Board.
  - Ms. Prudenti made a motion to nominate Ms. Strutin for the position of Board President, seconded by Ms. Renaud.
  - There being no further nominations, the nominating window was closed.
  - Lisa Strutin is elected Board President in a unanimous roll call vote.
- Dr. Cusmano stated that the Board has decided during Executive Session to seek and appoint an Acting Superintendent while the search for a full-time replacement continues
- Dr. Cusmano then turned the meeting back over to Ms. Strutin.
- Ms. Strutin thanked all for their support.

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### VIII. COMMITTEE REPORTS

- A. Operations (M. Renaud)
  - Rejecting all bids for RH downspout project
  - Negotiating RH bathroom project
- B. Human Resources (V. Prudenti, Chair)
  - Update re action items
- C. Education (C. Green, Chair)
  - Education and Pandemic committees met several times.
- D. Governance (G. Cusmano, Chair)
  - Did not meet, policies for 2nd reading on agenda
- E. Town Council Liaison (M. Renaud)
  - Town reaction to updated DoH/State guidelines re uptick in local COVID cases
- F. Rutherford Hall Liaison (L. Strutin and M. Renaud)
  - Met w Foundation re bathroom project
- G. Hackettstown Board of Education Representative (H. Gaddy)
  - Additional COVID cases and DOH guidance prompting change to virtual instruction

### IX. SUPERINTENDENT'S REPORT

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

**Current Month: November**

0 Investigation(s); 0 HIB

0 Out-of-School Suspension(s); 0 In-School Suspension(s)

**Previous Month: October**

1 Investigation(s); 1 HIB

1 Out-of-School Suspension(s); 0 In-School Suspension(s)

- B. **Enrollment by Grade**

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>K</b>	44	43	43							
<b>1</b>	29	28	28							
<b>2</b>	46	46	45							
<b>3</b>	57	57	56							
<b>4</b>	48	48	49							

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5	53	52	50						
6	34	34	33						
7	44	43	42						
8	53	53	52						
PSD	5	5	5						
<b>Total</b>	<b>413</b>	<b>409</b>	<b>403</b>						
9	37	39	38						
10	44	43	44						
11	41	43	41						
12	32	32	32						
<b>Total</b>	<b>154</b>	<b>157</b>	<b>155</b>						
<b>GT</b>	<b>567</b>	<b>566</b>	<b>558</b>						

### C. Other Items:

- Update on decision-making process related to COVID Pandemic

## 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.*

- Mr. Gavin pointed out blank in policy 7510; inquired as to grounds for executive session and action taken with regard to the appointment to the vacant seat; referred to Nov. 20 email from the ECS stating that the ECS would be making the appointment
- Ms. Moyer stated support of the appointment of Ms. Strutin

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- \*\*Amendment of the submitted minutes by Board Resolution of January 4, 2021\*\*: Ms. Moyer commented that she did not understand why Mr. Gavin was pursuing this issue and she believed that it was self serving on his part.
- Ms. Ozcan asked length of term for acting superintendent and next steps
  - Board response: Acting Superintendent is anticipated to serve from January through June while search for a permanent Superintendent is conducted.

## XI. BOARD COMMITTEE ACTION REPORTS

### A. Operations

Moved by Ms. Renaud and seconded by Mr. Green, to approve the following resolution(s):

1. Budget Adjustments (Appendix 2)

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

Expense Budget Transfers - October	Fund 10	\$ 322.13
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2. Bills List (Appendix 3 & 3A)

BE IT RESOLVED, that the general account bills list check #31757 through #31822 for a total amount of \$757,854.83 be approved for payment.

3. Student Activity (Appendix 4)

BE IT RESOLVED, to approve the Student Activity Account balance in the amount of \$52,431.79 as of 10/31/2020.

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 10/31/2020 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 10/31/2020 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 October 31, 2020 with a total Governmental Funds Account cash balance of \$296,414.14.

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5. Usage of Allamuchy Township School and Mountain Villa School for Indoor Activities  
BE IT RESOLVED, to prohibit the use of the District's school buildings' indoor facilities by external or unaffiliated organizations due to the Pandemic, until such time as the Board deems such usage to be permitted.
  
6. Usage of Rutherford Hall  
BE IT RESOLVED, to authorize the use of Rutherford Hall's indoor facilities by organizations in manners that comply with the guidelines established by the CDC and local Health Officials.
  
7. Rutherford Hall Gutter Project  
BE IT RESOLVED, to reject all bids received and opened at the bid opening on November 4, 2020, at 2:00 pm.  
  
BE IT FURTHER RESOLVED, to authorize Micheal Margulies of Eclectic Architecture to adjust the scope of work with approval from the State Historical Preservation Office.  
  
BE IT FURTHER RESOLVED, to rebid the project in January 2021 under the revised scope of work as approved by the State Historical Preservation Office.
  
8. Rutherford Hall Bathroom and Structural Project  
BE IT RESOLVED, to authorize Michael Margulies of Eclectic Architecture to negotiate on behalf of the District, in collaboration with SSP Architects, to secure a contractor for the bathroom project at Rutherford Hall.  
  
BE IT FURTHER RESOLVED, to authorize Michael Margulies of Eclectic Architecture to develop construction drawings, in collaboration with SSP Architects, for the structural work in the kitchen area of Rutherford Hall and to bid the structural work in the first quarter of 2021.
  
9. Fleet Services Contract Adjustment (Appendix 6)  
BE IT RESOLVED, to approve the negotiated adjustment to the 2020-21 contract with Warren County Special Services School District accounting for work performed through November 30, 2020 under the terms of the expired 2019-20 contract.
  
10. Facilities Projects  
BE IT RESOLVED, to authorize the Business Administrator to procure financing through the Hunterdon County Educational Services Commission (HCESC) for an amount not to exceed \$325,000 to be repaid over 5 years, for the following uses:
  - Security cameras throughout District exterior and interior
  - Purchase for the Maintenance Department (2 Pickup Trucks, 2 Plows and 1 Salter)
  - HVAC Boiler Room control upgrades for MVS and ATS
  - Site Lighting for Rutherford Hall (Front, Side and Rear of the building)

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11. Comprehensive Maintenance Plan and M-1 Report (Appendix 7)

BE IT RESOLVED, to approve the Comprehensive Maintenance Plan and the M-1 Report as mandated by statute.

CARRIED: Items 1-4 and 6-11 carried in a unanimous (8-0) roll call vote

Item 5 carried 7-0 with one abstention (Ms. Christmann)

### B. Human Resources

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

1. Personnel

BE IT RESOLVED, to approve/accept the following appointments / resignations / retirements as recommended by the Superintendent:

Item	Name	Action	Position	Salary	Eff. Date
a	Chrissie Aulenbach	approve hire	Secretary (12 mo.)	\$41,000	11/9/2020
b	Nicole Morgan	approve hire	Secretary (10 mo., leave replacement)	\$31,000	11/9/2020
c	Pat Gardiner	approve FTE chg	Secretary (to 12 mo.; was 10 mo.)	\$40,000	11/16/2020
d	Cristen Tierney	approve appointment	Centenary University Liaison for Educational Support	\$2,000 (x 75%)	11/9/2020
e	Sydney Watkins	approve appointment	Centenary University Liaison for Educational Support	\$2,000 (x 25%)	11/9/2020
f	Nancy Baglio	approve appointment	G&T Coordinator	\$3,000	11/24/2020
g	Nick Serraino	approve appointment	District Director of Sustainability	\$6,000 (prorated)	11/24/2020
h	Christine Rodriguez	approve appointment	Asst Dist Dir of Sustainability	\$3,100 (prorated)	11/24/2020
i	David Bailey	approve addition	Substitute Custodian	\$13/hour	11/24/2020
j	Michelle Valenti-Brown	approve addition	Substitute Custodian	\$13/hour	11/24/2020
k	Jason Reed	approve addition	Substitute Custodian	\$13/hour	11/24/2020

2. Centenary University Clinical Interns

BE IT RESOLVED, to approve Alexandra Pierson as a Centenary University Clinical Intern for the spring 2021 semester.

3. Leave Replacement Principal

BE IT RESOLVED, to extend the contract for Louis Caruso through June 30, 2021 at the existing rate (\$92,000 per annum), pending the appointment of the Acting Superintendent for the District and approval of the Acting Superintendent contract by the Executive County Superintendent.



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4. Business Administrator Merit Goal Completion (Appendix 8)

BE IT RESOLVED, to confirm the successful completion of the 2018-19 merit goals by the Business Administrator and request the Executive County Superintendent to authorize payment for such completion as prescribed by the contract.

CARRIED: 8-0 in a roll call vote.

### C. Education

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

1. Attendance at Professional Conferences

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

Staff Member	Date	Workshop Name	Costs		
			Fee	Mileage	Total
J.Ferguson, V.Patterson, M.Ricci	12/18/2020	Breaking Bias: Lessons from the Amistad	\$ -	\$ -	\$ -
J.Profitto, M.Schmidt	12/3/2020	Suicide Prevention (\$49 ea; virtual)	\$ 98	\$ -	\$ 98

CARRIED: 8-0 in a roll call vote.

### D. Governance

Moved by Dr. Cusmano and seconded by Dr. Gaddy, on the recommendation of the Superintendent, to approve the following resolution(s):

1. Policy Updates: Policy Alert 221 (Appendix 9)

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

P 1620	Administrative Employment Contracts (M) (Revised)
P 2431	Athletic Competition (M) (Revised)
R 2431.1	Emergency Procedures for Sports and Other Athletic Activity (M) (Revised)
P 2451	Adult High School (M) (Revised)
P 2464	Gifted and Talented Students (M) (Revised)
P & R 5330.05	Seizure Action Plan (M) (New)
P 6440	Cooperative Purchasing (M) (Revised)
P & R 6470.01	Electronic Funds Transfer and Claimant Certification (M) (New)
P & R 7440	School District Security (M) (Revised)
P 7450	Property Inventory (M) (Revised)
P & R 7510	Use of School Facilities (M) (Revised)

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P 8420	Emergency and Crisis Situations (M) (Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M) (Revised)
RESTART AND RECOVERY PLAN POLICY GUIDES	
P 1648	Restart and Recovery Plan (M) (Revised)
P 1648.02	Remote Learning Options for Families (M) (New)
P 1648.03	Restart and Recovery Plan – Full-Time Remote Instruction (M) (New)

CARRIED: All policies carried 8-0 in a roll call vote, with the exception of Policy 2431, which carried with 7 aye and 1 nay (Mr. Green). Further noted that Policy 7510 is approved subject to the disclosure of an authorized approver of the use of school facilities.

### XII. OLD BUSINESS

### XIII. PUBLIC COMMENTS

- Ms. Putz commended the board for appointing Ms. Strutin
- \*\*Amendment of the submitted minutes by Board Resolution of January 4, 2021\*\*: Ms. Putz further stated that this BOE has come a long way in improvement since Lisa has been on the board.
- Ms. Moyer asked if the SA numbers were final

### XIV. BOARD DISCUSSION

- Discussed the possible usage of snow days for virtual instruction; public opinion is split based on survey results.

### XVI. ADJOURNMENT

Moved by Ms. Christmann and seconded by Mr. Bienko, to adjourn the meeting at 9:45 p.m.

CARRIED: 8-0 in a voice vote.