

# Allamuchy Board of Education

## Regular Meeting Minutes

**October 26, 2020**

The regular meeting of the Allamuchy Township Board of Education held on October 26, 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	left at 9:30
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 Mr. Green and seconded by Mr. Bienko

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on September 21, 2020, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on September 21, 2020, be approved. (Appendix 1B)
- C. BE IT RESOLVED, that the minutes of the regular board meeting held on October 6, 2020, be approved. (Appendix 1C)
- D. BE IT RESOLVED, that the minutes of the executive session held on October 6, 2020, be approved. (Appendix 1D)

CARRIED: 7 aye, 1 abstention (Dr. Cusmano) in a roll call vote.

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### IV. STUDENT REPRESENTATIVE REPORT

- None

### V. ACKNOWLEDGEMENTS

GRADE	NAME	AWARD
K	Max Graham	Responsibility
1	Julinda Catlin	Responsibility
2	Jayden Neeley	Caring
3	Myra Madlani	Responsibility
4	Austin Bimbi	Responsibility
5	Sam Cetani	Responsibility
6	Jada Gordon	Respect
7	Natalie D'Alessio	Responsibility
8	Mason Scafati	Trustworthiness
<b>Staff Member of the Month:</b> Divya Bahl		

### VI. PRESENTATIONS

- 8th Grade Student Activity Account; Jim Schlessinger, SBA (Appendix 11)
- Candidate for open Board Seat

Enter Executive Session at 8.38 pm:

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

BE IT RESOLVED, WHEREAS, the Board of Education must discuss

- the candidate(s) for the open Board Seat

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: 8-0 in a roll call vote.

*Executive Session*

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### Exit Executive Session at 9:00pm:

Moved by Ms. Renaud and seconded by Dr. Gaddy,

BE IT RESOLVED, that the Board of Education has been in executive session for the past 22 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: 8-0

### Action Item(s) from Executive Session Discussion:

- Ms. Strutin made a statement that the Board will not be filling the vacant Board seat at this time.

## VII. PRESIDENT'S REPORT

- Acknowledged Ms. Bahl's resignation
- Discussed NJSBA Workshop event

## VIII. COMMITTEE REPORTS

- A. Operations (M. Renaud)
  - Reduction in services from WCSSSD in contract renewal
  - Discussed items on the agenda
- B. Human Resources (V. Prudenti, Chair)
  - Did not meet
- C. Education (C. Green, Chair)
  - Discussed plan to continue to phase back towards returning more students to school in an appropriate manner
- D. Governance (G. Cusmano, Chair)
  - Discussed policy to allow homeschooled children to participate in the District's after school activities
- E. Town Council Liaison (M. Renaud)
  - No report.
- F. Rutherford Hall Liaison (L. Strutin and M. Renaud)
  - No report.
- G. Hackettstown Board of Education Representative (H. Gaddy)
  - Positive report at HS; managed well.

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### IX. SUPERINTENDENT’S REPORT

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

**Current Month: October**

1 Investigation(s); 1 HIB

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

**Previous Month: September**

0 Investigation(s); 0 HIB

0 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								
<b>1</b>	29	28								
<b>2</b>	46	46								
<b>3</b>	57	57								
<b>4</b>	48	48								
<b>5</b>	53	52								
<b>6</b>	34	34								
<b>7</b>	44	43								
<b>8</b>	53	53								
<b>PSD</b>	5	5								
<b>Total</b>	<b>413</b>	<b>409</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>9</b>	37	39								
<b>10</b>	44	43								
<b>11</b>	41	43								
<b>12</b>	32	32								
<b>Total</b>	<b>154</b>	<b>157</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GT</b>	<b>567</b>	<b>566</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### C. **Other Items:**

- COVID update
- Discussed potential to open the building to external groups
- Discussed State plan to improve pond trail

### 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*

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*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. Moyer - asked if the fundraising for Band in 2019-20 for the spring 2020 Dorney trip could be rolled over to future years and/or future siblings.
  - Ms. Strutin responded that the policy does not currently allow for that and that the Governance committee opted not to change that policy
- Ms. Moyer - asked why the RFQ for the SA audit was on the agenda
- Ms. Ozcan - expressed disapproval over the new 9-period schedule; further expressed appreciation for the efforts of the teachers
- Ms. Steeples - also disappointed with the new 9-period schedule; also expressed appreciation for the teachers

## XI. BOARD COMMITTEE ACTION REPORTS

### A. Operations

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

1. Budget Adjustments (Appendix 2)

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

Expense Budget Transfers - August	Fund 10	\$ 41,338.03
Expense Budget Transfers - September	Fund 10	\$ 2,971.64
Appropriation of Revenue - September	Fund 20	\$ 19,067.00

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2. Bills List (Appendix 3)  
BE IT RESOLVED, that the general account bills list check #31680 through #31756 for a total amount of \$597,831.73 be approved for payment.
3. Student Activity (Appendix 4)  
BE IT RESOLVED, to approve the Student Activity Account balances in the amounts of \$54,340.45 and \$53,160.55 as of 8/31/2020 and 9/30/2020, respectively.
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 8/31/2020 and 9/30/2020 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 8/31/2020 and 9/30/2020 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 August 31 and September 30, 2020 with a total Governmental Funds Account cash balance of \$1,654,088.05 and \$1,043,552.89, respectively.
5. Fleet Services Contract (Appendix 6 and 6A)  
BE IT RESOLVED, to approve the Fleet Services contract with Warren County Special Services School District for the period July 1, 2020 through June 30, 2021.  
  
BE IT FURTHER RESOLVED, to approve the Memorandum of Agreement to correct the term period of the prior contract to July 1, 2019 through June 30, 2020.
6. RFP For Auditor  
BE IT RESOLVED, to solicit through a Request For Proposal (RFP) for the services of an independent auditor to perform the annual audit responsibilities.
7. RFQ For Student Activity Account Forensic Audit  
BE IT RESOLVED, to solicit through a Request For Quotation (RFQ) for the services of an independent auditor to perform a forensic audit on the Student Activity Account.

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8. Use of Facilities

BE IT RESOLVED, to authorize the use of the District's indoor facilities by the public, pending the development of procedures that comply with the guidelines established by the CDC and local Health Officials.

*Board Discussion was held regarding the use of District facilities*

9. Additional Schedule A Stipended Positions (Appendix 7)

BE IT RESOLVED, to approve the addition of the following stipend positions, pending approval of a sidebar to the Collective Bargaining Agreement by the AEA and Board:

<u>Position Description</u>	<u>Annual Amount</u>
District Sustainability Coordinator	\$ 6,000.00
Assistant Sustainability Coordinator	\$ 3,100.00
Gifted and Talented Coordinator	\$ 3,000.00
Centenary University Liaison for Educational Support	\$ 2,000.00

Items 1-6, 9: Carried 7-0 in a roll call vote

Item 7: Carried with 6 aye and one nay (Mr. Bienko) in a roll call vote

Item 8: Did not carry - 2 aye, 3 nay (Dr. Gaddy, Ms. Renaud, Ms. Strutin), 2 abstentions (Mr. Bienko, Ms. Christmann)

### B. Human Resources

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

1. Resignation

BE IT RESOLVED, to accept, with regrets, the resignation of Divya Bahl, confidential secretary, effective October 30, 2020 (Appendix 8).

CARRIED: 7-0 in a roll call vote.

### C. Education

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

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E.Delaney & K.Phlegar	11/17/2020	What's NEW in Google Tools and Google Classroom to Enhance MATH INSTRUCTION (Grades 6-12) (\$279 ea)	\$ 558	\$ -	\$ 558
D.DeAngelis	11/8-11/9/2020	Champions of Science workshop	\$ 49	\$ -	\$ 49

CARRIED: 7-0 in a roll call vote.

### D. Governance

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

1. Policy Updates (Appendix 9)

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

6660	Student Activity Funds

2. Policy Updates (Appendix 9B)

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

7510.01	Rutherford Hall
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3. Policy Updates: Policy Alert 221 (Appendix 10)

BE IT RESOLVED, to approve the first 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)
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)



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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 items carried 7-0 in a roll call vote, except  
Policy 2431 carried 6-1 (Mr. Green)

### XII. OLD BUSINESS

### XIII. PUBLIC COMMENTS

- Ms. Tuohy - asked about communication with the town basketball coordinator regarding facilities usage in winter 2020-21
- Ms. Moyer - expressed thanks to Board for schedule change consideration
- Ms. Ozcan - asked the implication of the vote on operations #8

### XIV. BOARD DISCUSSION

- Discussion regarding keeping the next scheduled Board meeting of 11/23 or moving it to an earlier date. Decision to keep current date at this time.

### XV. EXECUTIVE SESSION

Enter Executive Session at 10:23pm:

Moved by Dr. Gaddy and seconded by Ms. Renaud,

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

- Attorney-Client privileged matters
- Superintendent search
- HIB #2021-001

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

*Executive Session*

Exit Executive Session at 10:48 pm:

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

BE IT RESOLVED, that the Board of Education has been in executive session for the past 25 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 voice vote.

### Action Item(s) from Executive Session Discussion:

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

1. HIB Finding

BE IT RESOLVED, to uphold the HIB finding as recommended by the Superintendent.

CARRIED: 7-0 in a roll call vote.

## **XVI. ADJOURNMENT**

Moved by Mr. Green and seconded by Dr. Gaddy, to adjourn the meeting at 10:52 p.m.

CARRIED: 7-0 in a voice vote