

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

The regular meeting of the Allamuchy Township Board of Education held on May 24, 2021 is called to order at 7:31 p.m. *via teleconference* by Ms. 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 February 1, 2021 to the New Jersey Herald and Township Clerk. Notice was posted in the school office. 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.

I. ROLL CALL

	<u>Present</u>	<u>Absent</u>
Stephen Bienko		X
Abigail Christmann	X	
Giovanni Cusmano		X
Harriett Gaddy	X	
Craig Green	X	
Lisa Moyer	X	
Venita Prudenti	7:38	
Mary Renaud	X	
Lisa Strutin, President	X	

ALSO PRESENT: Melissa Sabol, Acting Superintendent
James Schlessinger, School Business Administrator/Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

Moved by Mr. Green and seconded by Ms. Christmann

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on April 26, 2021, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on April 26, 2021, be approved. (Appendix 1B)

CARRIED: 6-0 in a roll call vote

IV. STUDENT REPRESENTATIVE REPORT

- 4th grade biography day held May 21
- 7th grade planted a salad garden
- Kids’ Art Challenge for grades 2-5, raised over \$6k for the American Heart Association
- Grades 3-8 going to MVS for kayaking

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

- Kindergarten had pet day on May 21
- 1st grade studying pond
- 8th grade G&T participated in WC video expo contest, awarded the People's Choice
- Kudos to speech therapy students

V. ACKNOWLEDGEMENTS

GRADE	NAME	AWARD
K	Filon Dauti	Responsibility
1	Jackson Turney	Responsibility
2	Joshua Meyer	Perseverance
3	Daniel Fezenko	Responsibility
4	Aiden Kubie	Respect
5	Mia Mullins-Montane	Responsibility
6	Isabella Todd	Responsibility
7	Nicole Del Valle	Respect
8	Cooper Ferguson	Kindness
Staff Member of the Month: Steve Bigham		

VI. PRESENTATIONS

- Strategic Plan - Melissa Sabol
- Sustainability, Boating, Archery - Nick Serraino

VII. PRESIDENT'S REPORT

- Expressed congratulations to the students and staff acknowledged
- Board retreat June 5 at Rutherford Hall from 9am-12n
- Reminder that participants are on camera
- Dr. Sabol to be appointed Superintendent / Principal / CST Director

VIII. COMMITTEE REPORTS

A. Operations (M. Renaud)

- Noted addition of Ops #12 with the full and final list of projects covered by the financing package entered into in January 2021
- Accepted bid for Rutherford Hall Downspouts and Drainage project

B. Human Resources (L. Moyer, Chair)

- Highlighted agenda items

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

- C. Education (C. Green, Chair)
 - Thanked students, staff, families for their flexibility throughout the year
 - highlighted agenda items
- D. Governance (G. Cusmano, Chair)
 - Policy updates on agenda
- E. Town Council Liaison (M. Renaud, A.Christmann)
 - No significant items to report
- F. Rutherford Hall Liaison (M. Renaud and A.Christmann)
 - In process of arranging a meeting with the Foundation
- G. Hackettstown Board of Education Representative (L. Moyer)
 - Discussed spend of Security Grant funding received
 - Two graduation ceremonies - one morning, one afternoon
 - Return to in-person for board members after June 30, 2021
 - 5/27 - senior event at Donaldson's Farm; requiring COVID test for all participants
 - Plans to make testing available through the summer and hoping for fall

IX. SUPERINTENDENT'S REPORT

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

Current Month: May

1 Investigation(s); 0 HIB

2 Out-of-School Suspension(s); 5 In-School Suspension(s)

Previous Month: April

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
K	44	43	43	42	42	42	43	43	43	
1	29	28	28	29	29	29	29	28	28	
2	46	46	45	45	45	45	45	45	45	
3	57	57	56	56	56	56	56	57	57	
4	48	48	49	49	48	48	49	47	47	
5	53	52	50	50	49	50	50	50	50	
6	34	34	33	31	30	30	30	30	30	

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

7	44	43	42	43	43	43	43	44	44	
8	53	53	52	52	53	53	52	51	52	
PSD	5	5	5	5	6	7	8	7	7	
Total	413	409	403	402	401	403	405	402	403	
9	37	39	38	38	38	38	38	38	38	
10	44	43	44	44	44	44	43	44	44	
11	41	43	41	41	41	41	41	41	41	
12	32	32	32	32	32	32	32	32	32	
Total	154	157	155	155	155	155	154	155	155	
GT	567	566	558	557	556	558	559	557	558	

C. Other Items:

- Approximately 200 people on site for the Healthy U event
- Rutherford Hall bathroom project progressing; funding for the project has been provided by the Rutherford Hall Foundation and a Warren County Historical Grant.
- Discussed ‘close the gap’ instructional offering

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. Aulenbach congratulated and echoed statements regarding Dr. Sabol’s appointment to the Superintendent role; also expressed regrets regarding the departure of Mr. Schlessinger.

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

XI. BOARD COMMITTEE ACTION REPORTS

A. Operations

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

1. Budget Adjustments (Appendix 2)

BE IT RESOLVED to approve the following budget adjustment(s) for April, 2021:

Expense Budget Transfers - April	Fund 10	\$ 85,055.35
Appropriation of Add'l Revenue	Fund 20	\$ 51,307.00

2. Bills List (Appendix 3)

BE IT RESOLVED, that the general account bills list check #32281 through #32392, to include electronically-transferred funds (“N-checks”) and voids of previously approved items, for a total amount of \$1,066,904.82 be approved for payment.

3. Student Activity (Appendix 4)

BE IT RESOLVED, to approve the Student Activity Account balance in the amount of \$56,673.72 as of 4/30/2021.

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 4/30/2021 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 4/30/2021 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 April 30, 2021 with a total Governmental Funds Account cash balance of \$1,150,342.96.

5. Security Grant

BE IT RESOLVED, to approve the Security Grant in the amount of \$23,012, of which \$2,908 was used to purchase items and services necessary to comply with Alyssa’s Law. The remaining balance of \$20,104 will be applied against the surveillance camera project.

BE IT FURTHER RESOLVED that the Board certifies that it has adequate funds available to pay for any costs of the project in excess of the grant award.

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

6. NJSIG Safety Grant
BE IT RESOLVED, to approve the NJSIG Safety Grant for the 2021-22 school year in the amount of \$4,400 for the purpose of continuing to maintain and upgrade security measures throughout the District.
7. Fleet Services Contract (Appendix 6)
BE IT RESOLVED, to approve the Fleet Services contract with WCSSSD for the 2021-22 school year.
8. Fleet Services MOA (Appendix 7)
BE IT RESOLVED, to approve the MOA with WCSSSD to accelerate the start of work by WCSSSD under the 2021-22 Fleet Services contract and modify terms of the contract related to the early start.
9. Tuition Contract
BE IT RESOLVED, to approve the tuition contract with Broadstep Academy, student #2519, effective 07/06/2021, daily rate \$487.07, for a total of \$102,284.70 for the 2021-2022 school year.
10. Rutherford Hall Drainage Project (Appendix 8)
BE IT RESOLVED, to accept the bid from Cro-International Inc. to perform the work related to the Rutherford Hall roof and downspout restoration project.
11. Add Position
BE IT RESOLVED, to approve the re-establishment of the Permanent Substitute position and post to solicit applications to fill the position for the 2021-22 school year.
12. Financing Package Revision
BE IT RESOLVED, to update the resolution previously approved on November 23, 2020 and awarded to BciCapital on January 4, 2021 in the amount of \$325,000 payable in five annual installments commencing August 1, 2021 and continuing through August 1, 2025 for the final portfolio of items/projects to be funded by this agreement:
 - Security cameras throughout District exterior and interior
 - Two Pickup Trucks, two plows and one salter for the Maintenance Department
 - HVAC Boiler Room control upgrades for MVS and ATS
 - Site Lighting for Rutherford Hall (Front, Side and Rear of the building)
 - HVAC controllers for MVS
 - Wheelchair lift for ATS
13. Adopt Strategic Plan
BE IT RESOLVED, to approve and adopt the District's Strategic Plan as presented.

CARRIED: 7-0 in a roll call vote

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

B. Human Resources

Moved by Ms. Moyer and seconded by Mr. Green, 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	N.Serraino C.Rodriguez	Approve	K-8 Physical Education and Health curriculum writing	per contract	5/25/2021
b	J.Taenzer	Approve	Rutherford Hall Program Director	\$21.00/hour	5/25/2021
c	J.Cunningham	Approve	Rutherford Hall Event Staff	\$17.00/hour	5/25/2021
d	J.Schlessinger (Appx 9)	Accept Resignation	School Business Administrator	n/a	6/30/2021
e	Empl 1916 (Appx 10)	Approve Leave	Teacher	n/a	9/1-12/1/2021
f	Kenisha Pink	Approve	Centenary Univ Clinical Intern	n/a	9/1/2021
g	APPENDIX 11	Appoint	ESY - Positions	per contract	7/5-8/6/2021
h	Jake Boden	Approve	Substitute custodian	\$13.00/hour	5/25/2021
i	Luke Boden	Approve	Substitute custodian	\$13.00/hour	5/25/2021
j	M.Sabol	Approve	Superintendent	per contract (Appendix 12)	7/1/2021

CARRIED: 7-0 in a roll call vote

C. Education

Moved by Mr. Green and seconded by Dr. Gaddy, 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
F. Muhlenbruch	6/4/2021	Dyslexia webinar	\$ 69	\$ -	\$ 69
G. Davey	6/4/2021	Dyslexia webinar	\$ 69	\$ -	\$ 69

CARRIED: 7-0 in a roll call vote.

D. Governance

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

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

1. Policy and Regulation Update (Appendix 13)

BE IT RESOLVED, to approve the second reading of the following policies (P) and regulations (R) at the recommendation of the Governance Committee:

P.8561	Procurement Procedures for School Nutrition Programs
P.3124	Employment Contracts
R.1240	Evaluation of Superintendent
R.5610	Suspension
R.7441	Electronic Surveillance in School Buildings and on School Grounds
R.8220	School Closings
R.8462	Child Abuse and/or Neglect
R.8600	Student Transportation
R.8630	Emergency School Bus Procedures
P.7461	District Sustainability Policy
R.7420.2	Chemical Hygiene

2. Policy Update

BE IT RESOLVED, to approve the abolishment of the following policies and regulations at the recommendation of the Governance Committee:

P.2415.01	Academic Standards, Academic Assessments and Accountability
P.2415.03	Highly Qualified Teachers
P.3431.1	Family Leave
P.3431.3	New Jersey's Family Leave Insurance Program
R.3431.1	Family Leave
R.3431.3	New Jersey's Family Leave Insurance Program
P.7430	School Safety
R.7430	School Safety (never inputted, likely adopted in 2017)

3. Policy and Regulation Update (Appendix 14 and 14A)

BE IT RESOLVED, to approve the first reading of the following policies (P) and regulations (R) at the recommendation of the Governance Committee:

P.7446	School Security Program
P.8601	Student Supervision After School Dismissal (M)
R.7420	Handling And Disposal Of Body Wastes And Fluids (M)
R.7420.1	Bloodborne Pathogen Exposure Control Plan (M)
R.7422	School Integrated Pest Management Plan (M)
R.7432	Eye Protection Practices (M)
R.7510	Use Of School Facilities (M)

CARRIED: 7-0 in a roll call vote.

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

XII. OLD BUSINESS

- None.

XIII. PUBLIC COMMENTS

- Mr. Gavin: expressed congratulations to Dr. Sabol, asked if retreat would be public or otherwise available; suggested a board member recuse from chk 32302

XIV. BOARD DISCUSSION

- None.

XV. EXECUTIVE SESSION

Enter Executive Session at 8:36 pm:

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

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

- 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.

CARRIED: 7-0 in a roll call vote

Executive Session

Exit Executive Session at 8:59 pm:

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

BE IT RESOLVED, that the Board of Education has been in executive session for the past 23 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.

Allamuchy Board of Education

Regular Meeting Minutes

May 24, 2021

XVI. ADJOURNMENT

Moved by Ms. Prudenti and seconded by Dr. Gaddy, to adjourn the meeting at 9:00 p.m.

CARRIED: 7-0 in a voice vote.