



**Board of Education
Regular Meeting Minutes
September 27, 2021**

I. CALL TO ORDER

- A. The regular meeting of the Allamuchy Township Board of Education held on September 27, 2021 was called to order at 7:30 p.m. by Lisa Stutin.
- B. Statement of Compliance with Open Public Meetings Act - read by Mrs. Strutin
 - 1. 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 February 1, 2021 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
Mr. Bienko	X	
Ms. Christmann	X	
Dr. Cusmano	X	
Dr. Gaddy	X	
Mr. Green	X	
Mrs. Moyer	X	
Mrs. Prudenti		X
Ms. Renaud	X	
Mrs. Strutin, President	X	

Also Present: Dr. Melissa Sabol, Superintendent of Schools
Chrissie Aulenbach, Assistant to the Superintendent
James Minkewicz, Board Secretary

III. PLEDGE OF ALLEGIANCE - led by Mrs. Strutin

IV. MISSION AND VISION - read by Mrs. Strutin

- A. To Promote the Allamuchy Learner
- B. The vision of the Allamuchy educational program is to develop young people who are curious, well rounded, knowledgeable, caring, respectful and responsible so that they can evolve into self-sufficient and confident citizens and members of a diverse society.

V. APPROVAL OF MINUTES

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on August 23, 2021, be approved. (Appendix 1A)

Motion Made By: Ms. Christman

Seconded By: Mrs. Moyer

Board Member	Yes	No	Abstain
Mr. Bienko	X		
Ms. Christmann	X		
Dr. Cusmano			X
Dr. Gaddy	X		
Mr. Green			X
Mrs. Moyer	X		
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

VI. CORRESPONDENCE - Mrs. Strutin discussed comments regarding wipes and comments from parents.

VII. STUDENT REPRESENTATIVE REPORT - no report this evening.

VIII. ACKNOWLEDGEMENTS - Dr. Sabol announced the Allamuchy Pillars of Character Students and recognized the Staff Members of the Month.

Grade	Name	Pillar of Character
Pre-K	Alicia Louis	Caring and Respect
K	Samuel Nunez	Caring
1	Brian Novy	Caring
2	Austin Kubie	Citizenship
3	Kellen Vargo	Responsibility
4	Daniel Fezenko	Caring
5	Alessandra Mela	Responsibility
6	James Castles	Caring
7	Riley Bradica	Respect
8	Lawrence Haywood	Respect
Staff Member of the Month: Jodie DeCostanza and Scott Brady		

IX. PRESENTATIONS

- A. D.L.M. Results - Dr. Sabol discussed the D.L.M. results.
- B. PTO Presentation - Mr. Rich Sharett discussed the PTO and upcoming events.
- C. Board Self Evaluation - Mrs. Strutin thanked the Board members for participating in the self evaluation process and presented the findings of the evaluation.
- D. HIB Presentation - Dr. Sabol discussed the HIB law and criteria for the law.

X. PRESIDENT'S REPORT - Mrs. Strutin introduces the new school business administrator, Mr. Minkewicz, and introduced board member, Mrs. Lisa Moyer. This is Mrs. Moyer's first in-person meeting. Mrs. Strutin wished Jess Taenzer the best. Mrs. Strutin thanked the PTO and also those students and staff who were recognized this evening. Lastly, Mrs. Strutin discussed virtual and in-person board meetings and public participation and invited public comment at meetings.

XI. COMMITTEE REPORTS

- A. Operations - Ms. Renaud discussed the contract with U.S. Medical for Covid testing. The testing will be done at no cost to the school. Mrs. Renaud reported that substitute pay will be increased to \$95 per day.
- B. Human Resources - Mrs. Moyer discussed the personnel agenda items for this evening.
- C. Education - Mr. Green discussed workshops and curriculum and also discussed the chain-of-command.

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.*

Mrs. Strutin reported that Item # 3 under Operations is being tabled until next meeting and Item #3 under Education is being added.

XIV. PUBLIC COMMENT 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. 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.

Mr. Francis Gavin: Discussed the comprehensive plan, treasurer's report, transfers, employee benefits, governance and policy and confidentiality of documents.

XV. BOARD COMMITTEE ACTION REPORTS

A. Operations

On Behalf of the Operations Committee, I hereby move resolutions 1-2 and 4-8.

Moved by: Mrs. Moyer

Seconded by: Mr. Bienko

Dr. Cusmano asked how we chose USA Medical Service? Dr. Sabol said that we were contacted by USA Medical and their information was accurate. Their testing services are free of charge to the school.

Board Member	Yes	No	Abstain
Mr. Bienko	x		
Ms. Christmann	x		
Dr. Cusmano	x		
Dr. Gaddy	x		
Mr. Green	x		
Mrs. Moyer	x		
Ms. Renaud	x		
Mrs. Strutin, President	x		

MOTION CARRIED

1. Budget Adjustments (Appendix 3)
 approve budget adjustments made from 7/1/21-7/31/21 from funds 10 and 20

2. Bills List (Appendix 4)
 approve for payment the general account bills list check from Check 32629 to 32728, for the period 8/19/21 to 9/24/21, in the amount of \$366,621.12.

3. Monthly Certification of Budget (Appendix 5)- Tabled
 - a) BE IT RESOLVED, that the Allamuchy Board of Education accepts the Business Office Secretary’s monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12(c) 3 that as of 07/31/2021 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 Business Office’s monthly financial reports certify that as of 07/31/2021 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 Business Office for the month ending July 31, 2021 with a total Governmental Funds Account cash balance of \$521,609.74.

4. USA Medical Service Agreement (Appendix 6)
approve the contract with USA Medical to provide Covid testing to both Staff and Students free of charge.
5. Speech Services Contract (Appendix 7)
approve the contract with Dr. L. Hanes and Associates for Speech Services
6. Substitute Pay Rate
To approve the following adjustments to the substitute pay rate:
Substitute pay - \$95/day, after 10 days \$100/day
7. Fees

To approve the following rental fees:

Party - 4 hrs	<ul style="list-style-type: none"> • \$650 for a party that requires 1 staff member (up to 50 people) • 1.5 hours for decorating, set-up, food drop off • 1/2 hour for clean up • \$750 for a party that requires 2 staff members (up to 100 people)
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8. Salaries
To adjust Nick Serraino's, the program director's, hourly pay from \$21/hour to \$30/hour due to the addition of managerial responsibilities.

B. 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 1-2:

Motion Made by: Mrs. Moyer

Seconded by: Dr. Gaddy

Board Member	Yes	No	Abstain
Mr. Bienko	Y #1	N #2	
Ms. Christmann	X		
Dr. Cusmano	X		

Dr. Gaddy	x		
Mr. Green	x		
Mrs. Moyer	Y - Bus Driver	x	
Ms. Renaud	x		
Mrs. Strutin, President	x		Abstain - Sub List

MOTION CARRIED

1. Personnel

approve/accept the following appointments and/or resignations as recommended by the superintendent:

POSITION	NAME	PAYMENT	AMOUNT
Substitutes	Beth Gavin Paige Schmiedeke McKenzie Edgerton	Daily	\$95/day, after 10 days \$100/day
Part-time Bus Driver	William Camel	Hourly	Corrected to \$20/hour
Resignation	Jessica Taenzer		

2. Sidebar Agreement (Appendix 8)

to approve a Sidebar to the Collective Bargaining Agreement addressing the proration of stipend positions based on the percentage of implementation during the 2021-2022 school year and the expectations for virtual instruction due to quarantine and the Pandemic.

C. Education

On Behalf of The Education Committee I hereby move resolution 1-3

Motion Made by: Mr. Green

Seconded by: Mrs. Moyer

Board Member	Yes	No	Abstain
Mr. Bienko	x		
Ms. Christmann	x	N #2	
Dr. Cusmano	x		

Dr. Gaddy	x		
Mr. Green	x		
Mrs. Moyer	x		
Ms. Renaud	x		
Mrs. Strutin, President	x		

MOTION CARRIED

1. Attendance at Professional Conferences
approve the following requests for attendance at professional conferences/certifications with mileage reimbursed at the current rate:

Staff Member	Date	Workshop Name	Costs		
			Fee	Miles	Total
Baglio	9/24/21	Duke Farms - Annual Outdoor Conference	\$0	0	\$0
Boden	10/11/21	The ABCs of CAS - Hackettstown	\$90	5	\$
Patterson	10/12/21 Virtual 12-2pm	Strengthening Essay Writing Skills of Students who Experience Difficulty with the Writing Process Grades K – 8	\$75	0	\$75
Greco	10/12/21 Virtual	IXL Live	\$75	0	\$75
Ricci	10/22/21	Strengthening Essay Writing Skills of Students who Experience Difficulty with the Writing Process Grades K – 8	\$75	0	\$75

2. Curriculum
 - a. In accordance with NJ State Mandate and Administrative Codes 18A:35-4.35/18A:35-4.36, to approve the updates to all Allamuchy Subject-Specific Curricula.

Diversity and Inclusion

The implementation of N.J.S.A. 18A:35-4.35-36 requires the Allamuchy Board of Education to include instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender (LGBT) people in appropriate places in the middle school and high school curriculum. Instruction shall:

(1) highlight and promote diversity, including economic diversity, equity, inclusion, tolerance, and belonging in connection with gender and sexual orientation, race and ethnicity, disabilities, and religious tolerance;

(2) examine the impact that unconscious bias and economic disparities have at both an individual level and on society as a whole; and

(3) encourage safe, welcoming, and inclusive environments for all students regardless of race or ethnicity, sexual and gender identities, mental and physical disabilities, and religious beliefs.

b. To approve the health and physical education curriculum (Appendix 9)

3. To approve the student field trip to Tranquility Farms.

D. Governance

On Behalf of The Governance Committee I hereby move resolutions 1 to 4.

Motion Made by: Dr. Cusmano

Seconded by: Mr. Green

Board Member	Yes	No	Abstain
Mr. Bienko	X		
Ms. Christmann	X		
Dr. Cusmano	X		
Dr. Gaddy	X		
Mr. Green	X		
Mrs. Moyer	Y 1 and 2	N 3 and 4	
Ms. Renaud	X		
Mrs. Strutin, President	X		

MOTION CARRIED

1. Abolition of Policies (Appendix 10)

To abolish the following policies:

Policy/Regulation	Title
P. 1648	Restart and Recovery Plan

P. 1648.02	Remote Learning Options for Families
P. 1648.03	Restart and Recovery Plan - Full Time Remote Instruction
P. 1649	Federal Families First Coronavirus (COVID-19) Response Act
P. 5114	Children Displaced By Domestic Violence
P. 8810	Religious Holidays

2. New, Mandated, and Updated Policies for First Reading (Appendix 11)
To approve the following new and mandated policies:

Policy/Regulation	Title	Notes
P. 1648.11	The Road Forward - COVID-19 Health and Safety	NEW and Mandated Policy
P.1648.13	School Employee Vaccination Requirements	NEW and Mandated Policy
P. 6511.01	Federal Awards/Funds Internal Controls - Allowability of Costs	NEW and Mandated Policy
P. 6511.02	Federal Awards/Funds Internal Controls - Mandatory Disclosures	NEW and Mandated Policy
P. 6115.03	Federal Awards/Funds Internal Controls - Conflict of Interest	NEW and Mandated Policy
P. 0167	Public Participation in meetings	Update

3. Emergency Virtual or Remote Instruction Plan (Appendix 12)
To approve Allamuchy's Emergency Virtual or Remote Instruction Plan
4. Uniform State Memorandum of Agreement Between Schools and Law Enforcement (Appendix 13 Confidential)
To approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials

XVI. OLD BUSINESS - None

XVII. PUBLIC COMMENTS GENERAL

Mr. Francis Gavin discussed the board self evaluation and comparisons to last year.

Ms. Oskamp spoke about the activity fees and cost per child and asked the board to re-evaluate the policy.

Ms. Alanzano discussed lunch times and the short duration of lunch and said that she is concerned about nutrition and balanced meals.

XVIII. FOR THE GOOD OF THE ORDER

Mr. Green thanked the teachers for back to school nights.

Mrs. Strutin added that it was helpful to have two back to school nights.

XIX. EXECUTIVE SESSION

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

- Negotiations
- HIB
- Legal Matters

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.

Moved by: Dr. Gaddy

Seconded by: Ms. Christmann

MOTION CARRIED by unanimous voice vote

Executive Session

A. BE IT RESOLVED, that the Board of Education has been in executive session for the past 15 minutes. The matters discussed will only be disclosed to the public once the reasons for nondisclosure no longer exist.

B. Action Item(s) from Executive Session Discussion:

1. The Board hereby resolves to approve the resolution ratifying the memorandum of agreement between the Board and the Allamuchy Education Association for the period of time between July 1, 2020 and June 30, 2023.

2. The Board further resolves to authorize the Board President and Board attorney to finalize the parties' collectively bargained agreement for the period of time between July 1, 2020 and June 30, 2023, and execute the same once complete.
3. The Board resolves to uphold, deny, or modify the settlement agreement.

Moved by: Dr. Gaddy

Seconded by: Ms. Christmann

Board Member	YES	NO	ABSTAIN
Mr. Bienko	x		
Mr. Christmann	x		
Dr. Cusmano	x		
Dr. Gaddy	x		
Mr. Green	x		
Mrs. Moyer	Y #3		A #1 and #2
Ms. Renaud	x		
Mrs. Strutin, President	x		

MOTION CARRIED

ADJOURNMENT

Motion made at 9:00 p.m. by: Dr. Gaddy

Seconded by: Dr. Cusmano

MOTION CARRIED by unanimous voice vote

Respectfully submitted,

Jim Minkewicz
Board Secretary