

Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on December 18, 2017 is called to order at 8:47 p.m. in Room 149 by Diane Clark. 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 4, 2017 to the NJ Herald and Township Clerk. Notice was posted in the school office.

I. ROLL CALL

James Britt
Suzette Costello
William Cramer
John Egan
Francis Gavin
Brant Gibbs
Diane Clark – President

ABSENT

Giovanni Cusmano
Mary Renaud

ALSO PRESENT

Mr. Joseph Flynn, CSA
Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

A. Moved by F. Gavin and seconded by W. Cramer.

BE IT RESOLVED, that the minutes of the regular board meeting held on November 20, 2017, be approved.
(Appendix 1)

CARRIED: Motion carried unanimously by roll call vote.

B. Gibbs abstained

B. Moved by W. Cramer and seconded by J. Egan.

BE IT RESOLVED, that the minutes of the Executive session meeting held on November 20, 2017, be approved.
(Appendix 1A)

CARRIED: Motion carried unanimously by roll call vote.

B. Gibbs abstained

IV. STUDENT REPRESENTATIVE REPORT

V. ACKNOWLEDGEMENTS

- Teacher of the Month – Danielle Pulver
- Students of the Month – Jennifer Gallegly and Melissa Sabol

GRADE	NAME	AWARD
K	Tyler Green	Caring
1	Brian Hickey	Trustworthiness
2	Matthew Donatuccio	Respect & Responsibility
3	Daniel Dattolo	Caring
4	Layla Guarcello	Citizenship
5	Abigail Abello	Trustworthiness
6	Grant Dahl	Respectful & Cheerful
7	Garrett Waeschle	Trustworthiness
8	Matthew Cucciniello	Caring & Respectful

VI. PRESENTATIONS –

Audit Presentation

Timothy M. Vrabel, RMA, PSA
 T.M. Vrabel & Associates, LLC
 Accountants & Auditors

PARCC Presentation Results

Jennifer Gallegly and Melissa Sabol

VII. PRESIDENT’S REPORT

VIII. SUPERINTENDENT’S REPORT

- HIB - Monthly Update – 2 Investigation – 0 HIB
- Out-of-School Suspensions – 0 In-school Suspensions

A. Enrollment by Grade

Student Enrollment for Allamuchy Township School District										
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
K	50	51	51	51						
1	43	44	45	45						
2	51	50	52	51						
3	42	42	42	41						

4	38	39	38	38						
5	58	57	57	56						
6	47	47	47	46						
7	44	44	45	44						
8	46	47	46	46						
PSD	4	4	5	5						
Total	423	425	428	423						
9 th	35	32	32	32						
10 th	32	31	31	31						
11 th	44	44	44	44						
12 th	35	35	35	34						
Total	146	142	142	141						
GT	569	567	570	564						

SUPERINTENDENT'S REPORT 12.15.17

OPERATIONS:

- Mountain Villa Campus
 - Review the current control system at MVS and determine a plan to move forward to control the heating and cooling moving forward.
 - Wind Turbines waiting on a proposal to repair and/or retrofit the wind turbines
 - Cell Tower Update
 - Lift Station at MVS to be tested independently to work with the town to resolve the ongoing disruption to the Township Sewer Treatment Facility.
- Allamuchy Township School District
 - Miscellaneous projects to be completed over Winter Break
 - Continue to review Roof Project information
- Rutherford Hall
 - Open House for Roof January 17, 2018 4:00 PM to 6:00 PM
 - Capital Campaign Raffle Card Fundraiser cards are on sale now!
- The Operation Committee will begin the Budget Process Timeline after the first of the year.

HUMAN RESOURCES:

- No report

EDUCATION:

- Polar Express day was a great success. The MVS had a great day and the teachers continue to do a great job! Special THANKS to the PTO for approving a grant to provide the MVS library with a Projector and MIMO Teach software, to create an interactive display.
- Santa Claus and Mrs. Claus made a visit to the MVS, the students and staff were very surprised, and you should have their faces.
- Don't forget to take a look at the Middle School Door decorating. They did a fantastic job.

GOVERNANCE:

- Preparing for a Winter Board Report to go out toward the end of the week of the 18th

ALLAMUCHY TOWNSHIP

- No Report

HACKETTSTOWN HIGH SCHOOL

- The Hackettstown Board of Education had their Audit Presentation this past week. The Audit Report and supplemental information is available in the Business office for review.

OTHER:

- Winter Concert was held on Wednesday, December 13th the students were amazing and hats off to Mrs. Adams and all the staff, Mrs. Adams always has the kids put on an amazing show.
- The Hope Barracks has been providing a Law Enforcement Liaison to the district. We continue to work in collaboration with the Hope Barracks to provide Community Policing to Allamuchy Township School District.
- Bus Driver Training continues – on Friday, December 15, 2017 we covered Bus Safety and tips for Inclement Weather.
- Law Suit– The attorney has filed the Motion to Dismiss, no update to date

IX. COMMITTEE REPORTS

- A. Operations: J. Britt - Chair**
- B. Human Resources: S. Costello – Chair**
- C. Education: G. Cusmano – Chair**
- D. Governance: F. Gavin - Chair**
- E. Town Council Liaison: B. Gibbs
J. Egan**

OTHER DISTRICT

- F. Hackettstown Board of Education Representative – G. Cusmano**

X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

XI. BOARD COMMITTEE ACTION REPORT

Operations:

On the recommendation of the Chief School Administrator/School Business Administrator:

A. Transfers

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the following list of transfers with totals in Fund 10 as of November 30, 2017 \$ 42,540.00
(Appendix 2)

CARRIED: Motion carried unanimously by roll call vote.

B. Bills List

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, that the general account bills list check # 28172 through # 28471 for a total amount of \$ 1,137,861.61 be approved for payment. **(Appendix 3)**

CARRIED: Motion carried unanimously by roll call vote.
F. Gavin voted no for check #28424

C. Student Activity

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$58,062.36, Investors Bank balance as of November 30, 2017. **(Appendix 4)**

CARRIED: Motion carried unanimously by roll call vote.

D. Comprehensive Annual Financial Report (CAFR)

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management report for fiscal year ended June 30, 2017. **(Appendix 5)**

Auditor's recommendations:

1. Administrative Practices and Procedures – NONE
2. Financial Planning, Accounting and Reporting – NONE
3. School Purchasing Program – NONE
4. School Food Service – NONE
5. Student Activity Funds – NONE
6. Athletic Account – NONE
7. Application for State School Aid – NONE
8. Pupil Transportation – NONE
9. Facilities and Capital Assets – NONE
10. Miscellaneous – NONE
11. Status of Prior Years' Audit Findings/Recommendations
NOT APPLICABLE

CARRIED: Motion carried unanimously by roll call vote.

E. Law Enforcement Memorandum of Agreement

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Standing Memorandum of Agreement with Law Enforcement for the 2017-2018 school year.

(Appendix 6)

CARRIED: Motion carried unanimously by roll call vote.

F. Allamuchy Board of Education

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Allamuchy Board of Education

RESOLUTION

WHEREAS, The Public Schools of Warren County, their administration, and Boards of Education recognized that support for the public schools, both financial and philosophical, was necessary to the maintenance of educational programs and,

WHEREAS, The Public Schools of Warren County, their administration, and Boards of Education recognized a need to improve cooperative efforts with business industry and municipal government and,

WHEREAS, The Skyland Education Foundation, Inc. was formed in January 1992 to meet these needs of member school districts and,

WHEREAS, The Allamuchy Township Board of Education agreed to support the Skyland Education Foundation by adopting the constitution by-laws of the organization and committed a sum of \$3.00 per resident student for organizational costs and,

WHEREAS, It is now necessary to dissolve the Skyland Education Foundation in accordance with the provisions of Article VI of the Certificate of Incorporation and,

WHEREAS, The assets of the Corporation shall be distributed to the member school districts in proportion to the resident enrollment at the time the Corporation was formed and,

NOW THEREFORE BE IT RESOLVED, That the Allamuchy Township Board of Education supports the dissolution of the Skyland Education Foundation and

NOW THEREFORE BE IT FINALLY RESOLVED, That the Allamuchy Township Board of Education requests that their proportionate share of the assets of the Skyland Education Foundation be returned to the Board of Education.

CARRIED: Motion carried unanimously by roll call vote.

G. Monthly Certification of Budget for September

Moved by J. Britt and seconded by W. Cramer.

1. BE IT RESOLVED, that the Allamuchy Board of Education accepts the Business Administrator's monthly certification, as attached, pursuant to N.J.A.C. 6A:23-2.12 (c) 3 that as of 11/30/2017 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).

2. 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 Administrator's monthly financial reports certify that as of 10/31/2017 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.

3. BE IT RESOLVED, that the motion to accept the financial reports from the Business Administrator's for the month of November 2017 with a total Governmental Funds Account cash balance of \$900,111.03 .
(Appendix 7)

CARRIED: Motion carried unanimously by roll call vote.

H. Shared Service Agreement

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve to rescind the May 1, 2015 through June 30, 2019 Shared Service Agreement between Allamuchy Township School District and WCSSSD, and approve the December 12, 2017 through June 30, 2022 in accordance with N.J.S.A 18A:17-14.1 and the approval of the Executive County Superintendent. **(Appendix 8)**

CARRIED: Motion carried unanimously by roll call vote.
F. Gavin abstained

I. Professional Service Agreement

Moved by J. Britt and seconded by W. Cramer.

BE IT RESOLVED, to approve the Professional Service Agreement between Allamuchy Township School District and Centenary University to provide a media specialist consultant per contract December 1, 2017 to June 30, 2018
(Appendix 9)

CARRIED: Motion carried unanimously by roll call vote.

Human Resources

On the recommendation of the Chief School Administrator/School Business Administrator:

A. Substitutes

Moved by S. Costello and seconded by W. Cramer.

BE IT RESOLVED, to approve the following substitute for the 2017-2018 school year.

Elizabeth Viersma

CARRIED: Motion carried unanimously by roll call vote.

B. Practicum

Moved by S. Costello and seconded by W. Cramer.

BE IT RESOLVED, to approve Amanda Fullem from Centenary University as a practicum for Gina Davey at Mountain Villa School starting January 2018.

CARRIED: Motion carried unanimously by roll call vote.

Education

A. Attendance at Professional Conferences

Moved by F. Gavin and seconded by W. Cramer.

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

Staff Member	Date	Workshop Name	Cost	Mileage
Gallegly	1/25/18 & 1/26/18	Tech Spo	\$525	312
Sabol	1/25/18 & 1/26/18	Tech Spo	\$525	0
DeAngelis	3/14/18	Fairview Lake Camp	\$40	528
Serriano	02/28/18	Health and Physical Education		180
Ferguson	1/16/18	Morristown National Historic Park	0	64
2 staff members	3/17/18	2018 NAPDS Conference (Earlybird Special)	\$415	

CARRIED: Motion carried unanimously by roll call vote.

B. Class Trips

Moved by F. Gavin and seconded by W. Cramer.

BE IT RESOLVED, to approve the following class trips for the 2017-2018 school year:

Grade	Date	Location	Cost
Arrambide	4/11/18	Newton High School	0
Arrambide	6/14/18	Crayola Factory	\$10.00 per student
Arrambide	06/15/18	Evergreen Park	0
Arrambide	12/07/17	Harmony Firehouse	0

CARRIED: Motion carried unanimously by roll call vote.

Governance

NO ACTION ITEMS

XII. OLD BUSINESS

Allamuchy District Goals SY 2017-18

1. Continue to investigate, develop, and implement a community-based staff program to enhance quality of life resources offered to District employees.
2. Investigate, evaluate, and produce a five-year school financial planning model.
3. Evaluate current curriculum and programming to determine how those support reading, writing, and critical thinking as delineated in *The Allamuchy Learner*.

XIII. PUBLIC COMMENTS

XIV. BOARD DISCUSSION

XV. EXECUTIVE SESSION MOTION

Moved by J. Egan and seconded by F. Gavin .

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning Legal and Contract issue 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.

F. Gavin left meeting at 8:57 p.m. after Legal discussions.

CARRIED: Motion carried unanimously by roll call vote.

Executive Session

Moved by J. Egan and seconded by F. Gavin

BE IT RESOLVED, that the Board of Education has been in executive session for 20 minutes for the purpose of negotiation issue. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

CARRIED: Motion carried unanimously by roll call vote.

XVI. ADJOURNMENT

Moved by J. Britt and seconded by B. Gibbs

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by voice vote.

Time: 9:01