

Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on January 22, 2018 is called to order at 7:32 p.m. in Room 149 by Suzette Costello. 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 9, 2018 to the NJ Herald and Township Clerk. Notice was posted in the school office.

I. ROLL CALL

Suzette Costello - President
William Cramer
John Egan
Craig Green
Venita Prudenti
Mary Renaud
Lisa Strutin

ABSENT

James Britt
Giovanni Cusmano

ALSO PRESENT

Mr. Joseph Flynn, CSA
Mr. James Schlessinger, SBA
Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

A. Moved by W. Cramer and seconded by C. Green.

BE IT RESOLVED, that the minutes of the regular board meeting held on December 18, 2017, be approved. (**Appendix 1**)

CARRIED: Motion carried unanimously by roll call vote.
M. Renaud abstained

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

BE IT RESOLVED, that the minutes of the Executive session meeting held on December 28, 2017, be approved. (**Appendix 1A**)

CARRIED: Motion carried unanimously by roll call vote.
M. Renaud abstained

- C. Moved by J. Egan and seconded by W. Cramer.
BE IT RESOLVED, that the minutes of the Re-Organization meeting held on January 3, 2018, be approved. (**Appendix 2**)

CARRIED: Motion carried unanimously by roll call vote.

- D. Moved by M. Renaud and seconded by W. Cramer.
BE IT RESOLVED, that the minutes of the Re-Organization Executive session meeting held on January 3, 2018, be approved. (**Appendix 2A**)

CARRIED: Motion carried unanimously by roll call vote.

IV. STUDENT REPRESENTATIVE REPORT

Isabella Cetani gave a presentation of activities in school

V. ACKNOWLEDGEMENTS

- Teacher of the Month – Caitlyn Gleason
- Students of the Month – Jennifer Gallegly and Melissa Sabol

GRADE	NAME	AWARD
K	Joseph Stavros	Respect & Kindness
1	Bryce Flanagan	Kindness
2	Trenton Zalasky	Respect
3	Logan Bostdorff	Respect
4	Matthew McGovern	Caring
5	Reese Puma	Respect
6	Caitlyn Gamble	Respect
7	Sara Bahl	Trustworthiness
8	Morgan Prudenti	Fairness

- Governor’s Educator of the Year
Mountain Villa School
 Teacher – Michelle Cleere
 Educational Services Professional – Tara Warnock

Allamuchy Township School
 Teacher – Karen Constantino
 Educational Services Professional – Holly Guido
- Lions Club – Thank you for allowing the Mountain Villa School to participate in the Kidsight Program. The screener detects brain to eye and also visual acuity.

VI. PRESENTATIONS

No Presentations this Month

VII. PRESIDENT'S REPORT

VIII. SUPERINTENDENT'S REPORT

- HIB - Monthly Update – 1 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	50					
1	43	44	45	45	45					
2	51	50	52	51	51					
3	42	42	42	41	41					
4	38	39	38	38	38					
5	58	57	57	56	56					
6	47	47	47	46	46					
7	44	44	45	44	44					
8	46	47	46	46	47					
PSD	4	4	5	5	4					
Total	423	425	428	423	422					
9 th	35	32	32	32	32					
10 th	32	31	31	31	31					
11 th	44	44	44	44	44					
12 th	35	35	35	34	34					
Total	146	142	142	141	141					
GT	569	567	570	564	563					

SUPERINTENDENT'S REPORT 1.19.18

OPERATIONS:

- **District**
 - Moving through the Budget Process creating a tentative schedule for the next several months
 - Reviewing district Pay to Play
 - Media Center
 - Media Specialist contract executed
 - Media Center facility
 - Reviewing Summer Custodial Schedule
- **Mountain Villa Campus**
 - RK Environmental has started the testing at MVS campus. The plan is to test 4 locations, discharge for MVS, discharge for RH, 4 consecutive days, over 24 hours. Location where they mix for 2 consecutive days. All testing will be monitored by RK Environmental.
 - Cell Tower - Attorney has communicated with Gaelic Communications to determine if they are still interested in moving forward. The attorney is working with Gaelic to execute a contract.
 - HVAC controls for MVS – we have two contractors providing proposals
 - Outdoor Classroom will continue to move forward in the spring
 - Certificate of Occupancy – SSP has communicated with the Construction Official in the town and is providing him with the paperwork to the State to execute a CO
- **Allamuchy Township School**
 - We are in the process of scheduling the replacement of the front steps near the Cafeteria. Spring will be here before you know it
 - Roof Replacement/Repair – We will be entering into a contract with SSP to move forward with construction documents to compete the roof projects
- **Rutherford Hall**
 - “Open House for Roof” on January 17, 2018 was postponed and is rescheduled for January 24, 2018 from 4 PM to 6 PM
 - Discussion about the next project for Rutherford Hall through Grant Money
 - Capital Campaign is moving forward well
 - Family Meeting is to be scheduled for the spring
 - Summer Camps

Goal 2: **Investigate, evaluate, and produce a five-year school financial planning model.**

HUMAN RESOURCES:

- Continue to work on the Job Descriptions, looking to have a complete package to the full Board for approval as soon as it is complete.
- Spanish Teacher Update – She has been hired conditionally. We are in the process of completing the paper to the state for her certification
- Continue to provide training/meetings for Bus Drivers

Goal 1: **Continue to investigate, develop, and implement a community-based staff program to enhance quality of life resources offered to District employees.**

EDUCATION:

- Reviewed the Homework Survey data, 148 responses with relatively equally distributed responses. Administrators and selected staff will be reviewing the data over the next month to provide recommendations to be presented to committee.

- Continuing exploring Social Studies Texts Grade 3-8
- Media Center to consult with Media Specialist to continue compliance.
- Learning Lab has moved and continues to be upgraded.
- Outdoor Classroom Summer Camp being proposed to enhance summer camps offered at Rutherford Hall.

Goal 3: **Evaluate current curriculum and programming to determine how to support reading, writing and critical thinking as delineated in the *Allamuchy Learner*.**

GOVERNANCE:

- Will be reviewing Policy Alert 214 for next month.
- Reviewing Homework policy - POLICY 2330- HOMEWORK

Goal 3: **Evaluate current curriculum and programming to determine how to support reading, writing and critical thinking as delineated in the *Allamuchy Learner*.**

ALLAMUCHY TOWNSHIP

- We have a tentative meeting scheduled with the Township Officials for February 6th to review test results from the Lift Station to understand our next steps.
- The county Engineer has approved the screw in foundation system. I will be working with Paul Sterbenz to move the speed limit sign project forward.

HACKETTSTOWN HIGH SCHOOL

- No Report

OTHER:

- Law Suit– We continue to await for the decision with regard to the Motion to Dismiss.

IX. COMMITTEE REPORTS

- A. Operations: J. Britt - Chair**
- B. Human Resources: M. Renaud – Chair**
- C. Education: G. Cusmano – Chair**
- D. Governance: J. Egan - Chair**
- E. Town Council Liaison: J. Egan and J. Britt**

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. Egan and seconded by W. Cramer.

BE IT RESOLVED, to approve the following list of transfers with totals in Fund 10 as of December 31, 2017 \$68,850.00
Fund 20 as of December 31, 2017 \$2,200.00
(Appendix 3)

CARRIED: Motion carried unanimously by roll call vote.

B. Bills List

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

BE IT RESOLVED, that the general account bills list check #28427, 28473 through #28603 for a total amount of \$1,012,362.30 be approved for payment.,
(Appendix 4)

CARRIED: Motion carried unanimously by roll call vote.

C. Student Activity

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

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$55,590.86, Investors Bank balance as of December 31, 2017.
(Appendix 5)

CARRIED: Motion carried unanimously by roll call vote.

D. Monthly Certification of Budget for September

Moved by J. Egan 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 12/31/2017 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 December 2017 with a total Governmental Funds Account cash balance of \$757,875.82 .
(Appendix 6)

CARRIED: Motion carried unanimously by roll call vote.

E. Architectural Construction Documents for Roof Project

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

BE IT RESOLVED, to approve the Proposal to Provide Design and Construction Administration Services for the roofing replacement project at the Allamuchy Township School with SSP Architects. **(Appendix 7)**

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 M. Renaud and seconded by W. Cramer.

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

Jane Hingos (Nurse)

CARRIED: Motion carried unanimously by roll call vote.

Education

A. Attendance at Professional Conferences

Moved by S. Costello 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
Cefaloni	3/9/18	Kindergarten Presentation	0	80
Samiljan	3/9/18	Kindergarten Presentation	0	0
Schmiedeke	3/9/18	Kindergarten Presentation	0	134
Cefaloni	3/12/18	Kindergarten Presentation	0	80
Samiljan	3/12/18	Kindergarten Presentation	0	0
Schmiedeke	3/12/18	Kindergarten Presentation	0	88
Cefaloni	3/14/18	Kindergarten Presentation	0	80
Samiljan	3/14/18	Kindergarten Presentation	0	0
Schmiedeke	3/14/18	Kindergarten Presentation	0	134
Cefaloni	5/30/18 & 5/31/18	Kindergarten Home Visits	0	0
Samiljan	5/30/18 & 5/31/18	Kindergarten Home Visits	0	0
Schmiedeke	5/30/18 & 5/31/18	Kindergarten Home Visits	0	0

CARRIED: Motion carried unanimously by roll call vote.

B. Class Trips

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

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

Teacher	Date	Location	Bus Cost	Student Cost	Approximate Total Cost
White	2/6/18	Belvidere, NJ	\$200.00	\$0	\$200.00
DeAngelis	2/9/18	Allentown, PA	\$400.00	\$532.00	\$932.00
Boden	2/14/18	Phillipsburg, NJ	\$200.00	\$0	\$200.00
Adams	2/27/18	Phillipsburg, NJ	\$0	\$75.00	\$75.00
Adams	3/15/18	Hackettstown, NJ	\$0	\$0	\$0
Adams	3/28/18	New York, NY	\$400.00	\$6,000	\$6,400.00
Ricci	4/23/18	Budd Lake, NJ	\$200.00	\$920.00	\$920.00
Adams	6/1/18	Allentown, PA	\$400.00	\$2,475.00	\$2,875.00
Ricci	6/6/18 - 6/8/18	Washington, DC	\$6,000.00	\$11,500.00	\$30,000.00

CARRIED: Motion carried unanimously by roll call vote.

Governance

A. No Actions at this time

XII. OLD BUSINESS

XIII. PUBLIC COMMENTS

XIV. BOARD DISCUSSION

XV. EXECUTIVE SESSION MOTION

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

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal and negotiations 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.

CARRIED: Motion carried unanimously by roll call vote.

Executive Session

Moved by M. Renaud and seconded by L. Strutin.

BE IT RESOLVED, that the Board of Education has been in executive session for 1 hour 16 minutes for the purpose of legal and 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 M. Renaud and seconded by L. Strutin

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by voice vote.

Time: 9:25 p.m.

