

Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on October 27, 2014 was called to order at 7:35 p.m. in Room 149 by Frances Gavin. 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 June 5, 2013 to the Express Times, Star Ledger, Daily Record and Township Clerk. Notice was posted in the school office.

I. ROLL CALL

James Britt
Suzette Costello
Susan Torlucci
John Egan
Brant Gibbs
Diane Clark
Mary Renaud
Francis Gavin, President
Student Council: Jake Leddy

ABSENT

William Cramer

ALSO PRESENT

Dr. Timothy Frederiks, CSA
Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

- A. Moved by J. Egan and seconded by M. Renaud.
BE IT RESOLVED, that the minutes of the regular board meeting held on September 22, 2014, be approved with adjustment. (Appendix 1)

CARRIED: Motion carried unanimously by roll call vote.

IV. STUDENT REPRESENTATIVE REPORT

V. BUSINESS ADMINISTRATOR REPORT (Appendix 2)

VI. ACKNOWLEDGEMENTS

- A. 8th Grade donation of mums for Rutherford Hall and Mountain Villa School
- B. Changing Table donation for PSD from the Cefaloni Family
- C. ATEF for \$3500 donation for Chromebook purchase from the proceeds of the April 2014 Taste of the Town Fundraiser.
- D. Students of the month - Presented by Ms. Chickey
- E. Teacher of the month – Gerald Mazzetta (September)
Jennifer Sauter (October)

VII. PRESENTATIONS

- Melissa Sabol – 2013/2014 NJASK Results (Appendix 13)

VIII. PRESIDENT’S REPORT

IX. COMMITTEE REPORTS

- A. **Facilities and Property** – William Cramer
- B. **Communications & Public Relations** - John Egan
- C. **Student Activities/PTO Liaison** - Suzette Costello
- D. **Town Council Liaison** – John Egan / Brant Gibbs
- E. **Rutherford Hall Long Range Planning Committee** – Mary Renaud
- F. **Finance** – James Britt
- G. **Curriculum & Technology** – Suzette Costello
- H. **Personnel** - Susan Torlucci
- I. **Inter-District Liaisons** – Francis Gavin / Jim Britt

- J. Negotiations – John Egan**

- K. Policy – Diane Clark**

- L. Foundation Liaison – Francis Gavin**

- M. Hackettstown Board of Education Representative – Francis Gavin**

- X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

- XI. BOARD COMMITTEE ACTION REPORTS**

Finance

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

A. Transfers

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the following list of transfers with totals in Fund 10 of \$115,636.00 and Fund 20 \$16,826.00. (Appendix 3)

CARRIED: Motion carried unanimously by roll call vote.

B. Bills List

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, that the general account bills list check #24633 through #24725 for total amount of \$866,508.00 be approved for payment. (Appendix 4)

CARRIED: Motion carried unanimously by roll call vote.

Finance – continued

C. Student Activity

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the Student Activity Account in the amount of \$ 35,300.61 Investors Bank balance as of 06-30-2014. (Appendix 5)

CARRIED: Motion carried unanimously by roll call vote.

D. QSAC

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the Statement of Assurance (SOA) District Performance Review (DPR) for the NJQSAC for submission. (Appendix 6)

CARRIED: Motion carried unanimously by roll call vote.

E. Mountain Lakes Board of Education Tuition Contract

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the tuition contract with Mountain Lakes Board of Education, elementary student #1015, effective 10/01/14, tuition rate of \$56,250, Aid \$34,815.60 plus extra services as required per IEP for the 2014-2015 school year.

CARRIED: Motion carried unanimously by roll call vote.

F. Integrity House

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the contract with Integrity House to supply education services to HS student #2004 at a rate of \$60 per hour for an average of 60 hours per month.

CARRIED: Motion carried unanimously by roll call vote.

Finance – continued

G. Cornerstone Day School

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the 12 month tuition contract with Cornerstone Day School for HS student #1007, tuition \$76,560 for the 2014-2015 school year prorated effective 09-14-14.

CARRIED: Motion carried unanimously by roll call vote.

H. ECLC of New Jersey

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the tuition contract with ECLC of New Jersey for HS student #2004, tuition \$43,212.39, effective 9-4-2014.

CARRIED: Motion carried unanimously by roll call vote.

I. Joint Transportation Contract 2014-2015 school year

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the following 2014-2015 Joint Transportation Contracts:

Host District: Allamuchy

Joiner: Great Meadows Board of Education to Mountain Villa School.
Joiner Cost: \$25,020

Joiner: Hope Board of Education to Mountain Villa School.
Joiner Cost: \$4,560

Joiner: Hackettstown Board of Education to Calais School.
Joiner Cost: \$19,993

CARRIED: Motion carried unanimously by roll call vote.

Finance – continued

J. Joint Transportation Contract Summer 2014

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the following 2014-2015 Joint Transportation Contracts for the 2014 summer:

Host District: Allamuchy

Joiner: Great Meadows Board of Education Mountain Villa School.
Joiner Cost: \$1,299

Joiner: Hope Board of Education to Mountain Villa School.
Joiner Cost: \$1,299

Joiner: Hackettstown Board of Education to Calais School.
Joiner Cost: \$2,275

CARRIED: Motion carried unanimously by roll call vote.

K. Joint Transportation Contract

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the 2014-2015 Joint Transportation contract with:

Frelinghuysen Township Board of Education		
9A	Route Frelinghuysen	\$26,429
9B	Ridge & Valley Charter School	\$11,000
	Field Trips	\$ 1,680

CARRIED: Motion carried unanimously by roll call vote.

Finance – continued

L. Tuition Contract

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, to approve the following 2014-2015 Tuition contracts for students attending the Allamuchy Township School District:

Green Township Board of Education: \$25,000 Autistic program

Great Meadows Regional Board of Education: \$73,750 PSD program (5)

Great Meadows Regional Board of Education: \$13,848 PSD program

Hope Board of Education: \$14,500 PSD program

CARRIED: Motion carried unanimously by roll call vote.

M. Monthly Certification of Budget for July

Moved by J. Britt and seconded by J. Egan.

1. **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 07/31/2014 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 Board Secretary's and Treasurer's monthly financial reports certify that as of 07/31/2014 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 Board Secretary and the Treasurer of School Monies for the month of July 2014 with a total Governmental Funds Account cash balance of \$667,342.06
(Appendix 7A)

CARRIED: Motion carried unanimously by roll call vote.

Finance – continued

N. Monthly Certification of Budget for August

Moved by J. Britt and seconded by J. Egan.

1. **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 08/31/2014 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 Board Secretary's and Treasurer's monthly financial reports certify that as of 08/31/2014 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 Board Secretary and the Treasurer of School Monies for the month of August 2014 with a total Governmental Funds Account cash balance of \$949,660.99
(Appendix 7B)

CARRIED: Motion carried unanimously by roll call vote.

O. Monthly Certification of Budget for September

Moved by J. Britt and seconded by J. Egan.

1. **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 09/30/2014 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 Board Secretary's and Treasurer's monthly financial reports certify that as of 09/30/2014 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

Finance – continued

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 Board Secretary and the Treasurer of School Monies for the month of September 201 with a total Governmental Funds Account cash balance of \$909,957.12
(Appendix 7C)

CARRIED: Motion carried unanimously by roll call vote.

Personnel

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

A. Volunteer

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Zach Clark as a Drama Club volunteer for the 2014/2015 school year.

CARRIED: Motion carried unanimously by roll call vote -
D. Clark abstained

B. Cross Country Aide

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Nancy Baglio as the Cross Country Aide 2/3 days a week, 1 ½ hours a day at \$15.00/hour effective

CARRIED: Motion carried unanimously by roll call vote.

C. Observation Hours

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Cassandra Randis from East Stroudsburg University and Samantha Newton from Bloomsburg University for observation hours for the 2014/2015 school year.

CARRIED: Motion carried unanimously by roll call vote.

Personnel - Continued

D. 12 Month ATS Confidential Secretary Position

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Laurie Rapisardi as the F/T ATS Confidential Secretary at \$42,500.00 a year.

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

E. P/T Instructional Aide

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Rhonda Anthony as the P/T Aide at \$15.00 an hour for 2.5/3 hours a day.

CARRIED: Motion carried unanimously by roll call vote.

F. Bookkeeper – Rutherford Hall

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Christie Alegria as the Bookkeeper At a monthly stipend of \$400/month (\$4,800/annual)

CARRIED: Motion carried unanimously by roll call vote.

G. Grant Writer/Administrator – Rutherford Hall

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Tom Martin as the Grant Writer/Administrator at a monthly stipend of \$300/month (\$3,600/annual)

CARRIED: Motion carried unanimously by roll call vote.

Personnel - Continued

H. Director of Communications – Rutherford Hall

Moved by S. Torlucci and seconded by J. Britt.
BE IT RESOLVED, to approve Tom Martin as the Director of Communications at a monthly stipend of \$800/month (\$9,600/annual)

CARRIED: Motion carried unanimously by roll call vote.

I. Parent Volunteer

Moved by S. Torlucci and seconded by J. Britt.
BE IT RESOLVED, to approve Heather Amendolara to volunteer two times a week with Mrs. Muhlenbruch.

CARRIED: Motion carried unanimously by roll call vote.

J. Re-Assignment

Moved by S. Torlucci and seconded by J. Britt.
BE IT RESOLVED, to approve the re-assignment of Patricia Turoczy as the Child Study Team Secretary up to 20 hours a week effective 11/01/14, no change in compensation.

CARRIED: Motion carried unanimously by roll call vote.

K. 12 Month ATS Confidential Secretary Position

Moved by S. Torlucci and seconded by J. Britt.
BE IT RESOLVED, to approve Divia Bahl as the full time, Allamuchy Township School Confidential Secretary at \$35,000 (prorated) a year effective 11/01/14.

CARRIED: Motion carried unanimously by roll call vote.

L. Rutherford Hall Director of Public Programming

Moved by S. Torlucci and seconded by J. Britt.

BE IT RESOLVED, to approve Laurie Rapisardi as the Rutherford Hall Director of Public Programming at a monthly stipend of \$500/month (\$6,000/annual) effective 11/01/14.

CARRIED: Motion carried unanimously by roll call vote.

Policy

A. Policy Second Reading

Moved by D. Clark and seconded by J. Egan.

BE IT RESOLVED, to approve the second reading of the following policies;

9270 Home Schooling & Equivalent Education Outside the Schools

2361 Acceptable use of Computer Networks/Computers & Resources

2431.4 Prevention & Treatment of Sports-Related Concussions & Head Injuries

2622 Pupil Assessment

6470 Payment of Claims

2415 No Child Left Behind Programs

6480 Purchase of Food Supplies

(Appendix 8)

CARRIED: Motion carried unanimously by roll call vote.

Policy – Continued

B. Policy First Reading

Moved by D. Clark and seconded by J. Egan.

BE IT RESOLVED, to approve the first reading of the following policies;

5305 Health Services Personnel
5306 Health Services to Nonpublic Schools
5308 Student Health Records
5310 Health Services
5339 Screening for Dyslexia
5530 Substance Abuse
5600 Student Discipline/Code of Conduct
5756 Transgender Students
8505 Wellness Policy/Nutrition Standards for Meals and
Other Foods
(Appendix 9)

CARRIED: Motion carried unanimously by roll call vote.

C. Regulations

Moved by D. Clark and seconded by J. Egan.

BE IT RESOLVED, to approve the first reading of the following regulations;

1240 Evaluations of Superintendent
3221 Evaluation of Teacher
3222 Evaluation of Teaching Staff Members, Excluding Teachers and
Administrators
3223 Evaluation of Administrators, Excluding Principals, Vice Principals,
and Assistant Principals
3224 Evaluation of Principals, Vice Principals, and Assistant Principals
3240 Professional Development for Teachers and School Leaders
2361 Acceptable Use of Computer Network/Computer and Resources
5512 Harassment, Intimidation or Bullying Investigation Procedure
(Appendix 10)

CARRIED: Motion carried unanimously by roll call vote.

Curriculum & Technology

A. Attendance at Professional Conferences

Moved by S. Costello and seconded by S. Torlucci.

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

Teacher	Date	Workshop Name	Cost	Mileage
Martin	11/24/14	504/Spec Ed	\$0	30
Ferguson	11/14/14	Creating new cultures	\$165	52

CARRIED: Motion carried unanimously by roll call vote.

B. Class Trips

Moved by S. Costello and seconded by S. Torlucci.

BE IT RESOLVED, to approve the following class trips for the 2014-2015 school year:

Name	Location	Cost	Transp. Cost	Date
Koerner	Mansfield			11/14/14
Koerner	Rockaway Mall			12/12/14
Stiner	Fairview Lakes YMCA Camp	\$40	\$190	3/30/14 3/31/14
Koerner	Ledgewood			12/05/14
Sabol	Hackettstown			11/18/14
Sabol	Washington			11/13/14

CARRIED: Motion carried unanimously by roll call vote.

C. Observation

Moved by S. Costello and seconded by S. Torlucci.

BE IT RESOLVED, to approve the following Korean Teachers to Observe at both schools for a period of 11/3/14 to 11/14/14.

<u>Korean Teacher</u>	<u>Allamuchy Teacher</u>
Jung A Son	Lindsey Johnson
Seyeong Kang	AnneMarie Hall
Seul Ah Im	Andrea Aussems
Heeso Jang	Ashley VanHaste
Hyunjung Park	Jennifer Sauter
Jinhee Jeong	Fran Muhlenbruch

CARRIED: Motion carried unanimously by roll call vote.

XII OLD BUSINESS

A. District Goals 2014/2015

Moved by S. Costello and seconded by B. Gibbs.

BE IT RESOLVED, to approve the following District Goals

1. To increase the use and student understanding of informational text across the curriculum in Grades 2-8.
2. To increase the use and student understanding of numbers-operations/fractions in grades 3-5.
3. To increase average daily student attendance in school.
4. To create a focus on district physical plant needs at Allamuchy Township School, Mountain Villa School and Rutherford Hall
5. To develop and adopt Policy related to the total Operations of Rutherford Hall.
6. To develop and deliver two rounds of pilot fields based educational experiences, based upon student competencies listed in the CCSS, delivered on the grounds of Rutherford Hall and larger Allamuchy Farms campus and to package these trips and market to local Warren/Sussex and Morris county school districts.
(Appendix 11)

CARRIED: Motion carried unanimously by roll call vote.

B. Board Goals - Discussion

XIII. SUPERINTENDENT'S REPORT

A. Enrollment Report by Grade

K.....	36
1.....	41
2.....	50
3.....	46
4.....	49
5.....	43
6.....	49
7.....	41
8.....	61
Total.....	431

Superintendent's Report continued

B. **HIB** - Monthly Update: 3 incidences

0

C. **Nursing Service Plan 2014-2015**

Moved by M. Renaud and seconded by D. Clark.

BE IT RESOLVED, to approve the Nursing Service Plan for the 2014-2015 School year. (Appendix 12)

CARRIED: Motion carried unanimously by roll call vote.

XIV. PUBLIC COMMENTS

Update on CSA search

XV BOARD DISCUSSION

XVI. EXECUTIVE SESSION MOTION

Moved by J. Britt and seconded by J. Egan.

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning CSA search 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 –

F. Gavin abstained

Mr. Gavin and Dr. Fredericks excused themselves from the meeting at this time.

Executive Session

Moved by M. Renaud and seconded by J. Egan.

BE IT RESOLVED, that the Board of Education has been in executive session for the past 60 minutes for the purpose of CSA search. 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.

October 27, 2014

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XVII. ADJOURNMENT

Moved by M. Renaud and seconded by J. Britt.

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by roll call vote

Time: 10:28 p.m.