



**Board of Education
Regular Meeting Minutes
December 12, 2022 7:30pm**

I. CALL TO ORDER

- A. The regular meeting of the Allamuchy Township Board of Education held on December 12, 2022 is called to order at 7:30 p.m. by Lisa Strutin, Board President.
- B. Statement of Compliance with Open Public Meetings Act
Statement by the Board President: *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 January 11, 2022 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
Abigail Christmann	X	
Giovanni Cusmano		X
Harriett Gaddy	X (8:08pm)	Left mtg at 9:29pm
Maryann Gibbs	X	
Craig Green	X	
Lisa Moyer	X	Left mtg at 9:45pm
Venita Prudenti	X (7:40pm)	Left mtg at 9:12pm
Mary Renaud	X	
Lisa Strutin, President	X	

Also Present: Dr. Melissa Sabol, Superintendent of Schools
Ms. Danielle Tarvin, Board Secretary
Alyssa Weinstein, Board Attorney

III. PLEDGE OF ALLEGIANCE

IV. MISSION AND VISION

Our Mission is to Promote the Allamuchy Learner

Our Vision of the Allamuchy educational program is to develop young people who are curious, well rounded, knowledgeable, caring, respectful and responsible so that they may evolve into self-sufficient and confident citizens and members of a diverse society.

V. APPROVAL OF MINUTES

BE IT RESOLVED, that the minutes of the regular board meeting held on September 22, 2022, be approved. ([Regular Meeting Minutes 9.22.22](#))

BE IT RESOLVED, that the minutes of the regular board meeting held on October 17, 2022, be approved. ([Regular Meeting Minutes 10.17.22](#))

BE IT RESOLVED, that the minutes of the executive session held on October 17, 2022, be approved. ([Executive Session Minutes 10.17.22](#))

Motion: Renaud		Second: Gibbs		
Board Member	Yes	No	Abstain	Absent
Abigail Christmann	X			
Giovanni Cusmano				X
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer		X*		
Venita Prudenti			X*	
Mary Renaud	X			
Lisa Strutin	X			

** Mrs. Moyer voted no to the September meeting minutes and yes to the October meeting minutes.*

**Mrs. Prudenti abstained to the September meeting minutes and yes to the October meeting minutes,*

Motion Carried

VI. CORRESPONDENCE

Mrs. Ricci received a Holocaust Awareness grant for the butterfly project in the amount of \$985.

VII. STUDENT REPRESENTATIVE REPORT

Student council members recapped past events and announced upcoming events.

VIII. ACKNOWLEDGEMENTS

November

Grade	Name	Pillar of Character
Pre-K	Killian Hale	Responsibility
K	Jayce Elliot	Responsibility
1	Jake Testa	Responsibility
2	Olivia Shtaerman	Caring and Respect
3	Emilio Reyes	Responsibility
4	Adesola Adeniranye	Responsibility
5	Maddlyn Warnock	Caring
6	Allie Mela	Fairness
7	Skyleigh Sucameli	Caring
8	Ethan Thomas	Citizenship
Staff Member of the Month: Christine Rodriguez		

December

Grade	Name	Pillar of Character
Pre-K	Joel Durso	Respect and Responsibility
K	Jade Davila	Responsibility
1	Shawn Azami	Kindness
2	Raphael Calzada	Responsibility
3	Liv Foster	Responsibility and Caring
4	Kellen Vargo	Citizenship
5	Grayce Bockbrader	Responsibility
6	Jayla Montes De Oca	Caring
7	Josie Hardy	Respect
8	Leigha Meyer	Caring
Staff Member of the Month: Megan Schmidt and Brendan Poff		

Governor’s Educator of the Year Program

MVS Teacher of the Year - Kim Bolling MVS Educator of the Year - Lauren Mela
ATS Teacher of the Year - Emily Rist ATS Educator of the Year - Melissa Stavros

IX. PRESENTATIONS

Board Self Evaluation - Lisa Strutin, Mary Renaud ([Board Self Evaluation 2022](#))

X. PRESIDENT’S REPORT

Mrs. Strutin thanked the student council representatives for their report. Mrs. Strutin also congratulated the teachers and educators of the year. Mrs. Strutin announced that Dr.Gaddy was representing Allmuchy at the Hackettstown Board of Education meeting that was called to discuss security. Mrs. Struin also announced that Dr. Cusmano apologized for not being able to attend the meeting, but that the board would like to thank him for his service and would like to present him with a plaque at a future meeting.

XI. COMMITTEE REPORTS

Operations (M. Renaud) - Several grants are being presented for approval for submission.

Human Resources (H. Gaddy, Chair) - The HR committee would like to acknowledge the retirement of Arnold Capriglione and thank him for his years of service.

Education (M. Gibbs, Chair)- Several professional development opportunities and workshops are being presented for approval as well as the civics curriculum.

Governance (C. Green, Chair)- The board evaluation and Policy 1055 are being presented for approval.

Town Council Liaison (M. Renaud, A.Christmann) - 150th anniversary next year, upcoming events include Allamuchy Day and Anniversary

Rutherfurd Hall Committee (A. Christmann) - None

Rutherfurd Hall Liaison (A. Christmann, M. Renaud)- many events and fundraisers are coming up, visit the Rutherfurd Hall website for details, thank you to the volunteers who worked the Historic Trail

Hackettstown Board of Education Representative (H. Gaddy)- BID awarded for turf, increase in CST costs for upcoming budget, upcoming 8th grade field day, Superintendent’s search is underway, student representative added to the board meetings, time capsule underway, Class 3 officers- still no cost or shared service contract

PTO Liaison (C. Green)- many upcoming events including the gingerbread workshop, holiday shop, Trep\$, and light contest

XII. SUPERINTENDENT’S REPORT

HIB Report: 5 investigations, 3 confirmed

Suspensions: 5 in-school, 4 out of school

Enrollment By Grade

Student Enrollment for Allamuchy Township School District

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
PK	34	35	35							
K	37	38	38							
1	41	41	40							
2	47	47	47							

3	29	30	29							
4	48	48	48							
5	57	57	57							
6	45	45	45							
7	56	56	56							
8	31	31	30							
Total	426	429	425							
9th	37	37	38							
10th	36	35	35							
11th	41	40	40							
12th	40	40	39							
Total	154	152	152							
GT	580	581	577							

Additional Items

Tri-District Special Education Parent Advisory Panel coming in February, Trep\$ marketplace over 60 students participated, looking to start the volunteer program again to support small group instruction, January 3rd is the reorganization meeting

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.*

XIV. PUBLIC COMMENT ON AGENDA ITEMS ONLY

Statement by the Board President: *This meeting is being broadcasted and recorded for public access but not intended for public participation. Please be advised that public comment sessions are for those who are attending the meeting in person 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 three (3) 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.

None

XV. BOARD COMMITTEE ACTION REPORTS

Operations

On Behalf of the Operations Committee, I hereby move resolutions 1-7

1. Budget Adjustments ([Budget Adjustments](#))
approve budget adjustments for October 2022 and November 2022 from funds 10 and 20
2. Bills List ([Bills List](#))
 - a) approve for payment the general account bills list checks from 10/18/22 to 12/12/22 in the amount of \$1,653,782.05.
 - b) accepts the payroll registers for August 30, 2022 (revision), September 15, 2022, October 14, 2022 (revision), October 28, 2022, November 15, 2022, and November 30, 2022.
3. Monthly Certification of Budget ([Board Secretary Reports](#)), ([Treasurer Reports](#)), ([Balance Reports](#)), ([Deposits in Transit](#))
 - 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 November 30, 2022 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 November 30, 2022 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 November 30, 2022 with a total Governmental Funds Account cash balance of \$1,217,700.37.
4. Student Activity Account ([Student Fund Reports](#))
approve the Student Activity Account in the amount of \$44,619.75 as of 11/30/22
5. Out of District Transportation Contract
approve the contract of \$115 per day for transportation of student 1112
6. Late Bus Transportation

approve transportation of homeschooled student, 0606, to ride the late bus after attending school-sponsored activities

7. Grant Applications

approve the applications for the following grants to be written by EI Architecture on our behalf and submitted by the Allamuchy Business Administrator:

Name of Grant	Notes	Amount
NJ Clean Energy Funding	HVAC, Plumbing (items from LRFP)	\$5,000,000
ROD Grant	ATS Roof	\$500,000
Local Recreation Grant	ATS Playground	\$100,000

Motion: Renaud		Second: Christmann		
Board Member	Yes	No	Abstain	Absent
Abigail Christmann	X			
Giovanni Cusmano				X
Harriett Gaddy	X			
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X			
Venita Prudenti	X			
Mary Renaud	X*			
Lisa Strutin	X*			

* Ms. Renaud voted no to item 3. Mrs. Strutin voted no to item 3.

Motion Carried

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 1-3

1. Personnel

approve/accept the following appointments as recommended by the superintendent:

Name	Position	Notes	Step/Salary	Effective Date
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Jaehnel Gulick	Visual Arts Curriculum Writer	(Revision) Up to 25 hours	\$35/hour	12/12/2022
Lauren Boden	Remote Part time speech teacher	Per Contract	\$110/hour	12/5/2022
Scott DeMary	Full time Custodian	Increase from part-time	\$39,130 prorated	12/19/2022
Abigail Wolf	Part time Custodian	10 hours per week	\$17/hour	12/19/2022
Collin McCabe	Part time Custodian	20 hours per week	\$17/hour	12/19/2022
Sarah Brown	Administrative Assistant; Payroll & Communications	12 Month	\$45,000 prorated	12/5/2022
Amanda Wakefoose	PreK Teacher	Maternity-leave replacement	Step 1, BA \$54,028 prorated	2/1/2023
Lisette Pirro	Paraprofessional		Step 6 \$22,055 prorated	12/19/2022
Laura Mazza	Substitute Nurse		\$225 per day	12/1/22
Lauren Sullivan	Substitute Nurse		\$225 per day	12/1/22

2. Retirement

approve/accept the following retirements as recommended by the superintendent

Name	Position	Notes	Effective Date
Arnold Capriglione	Full-time Custodian	Retirement	12/31/2022
Tina Kay	Administrative Assistant	Medical Retirement	1/1/2023

3. College Placement

Name	College/University	Notes	Cooperating Teacher	Effective Date
Grace Maltese	Fairleigh Dickinson University	10 days, 60 hours	Jennifer Sauter	1/3/2023-5/5/2023

Motion: Gaddy		Second: Gibbs		
Board Member	Yes	No	Abstain	Absent
Abigail Christmann	X			
Giovanni Cusmano				X
Harriett Gaddy	X			
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X*			
Venita Prudenti	X*			
Mary Renaud	X			
Lisa Strutin	X			

* Mrs. Moyer voted no to item 1. Mrs. Prudenti voted no to item 1.

Motion Carried

Education

On Behalf of The Education Committee I hereby move resolution 1-2

1. Workshops

approve the attendance at the following workshops

Name of Staff Member	Date of Workshop	Title of Workshop	Cost of Workshop	Mileage Reimbursement (.47/mile)
Alyson Stokes	12/13/2022	Increasing Your Students' Mastery of Math Facts	\$279	0
Christine Wendel	11/3/2022	Intermediate OG Workshop Bridging Levels 1 and 2	\$249.95	0
Danielle Tarvin	12/8/2022	NJASBO Maximizing Federal Funds	\$0	0
Danielle Tarvin	12/13/2022	NJASBO Pension Update	\$125	0
Danielle Tarvin	12/20/2022	NJASBO Procurement Practices Cooperatives and State Contracts	\$0	0

Danielle Tarvin	1/19/2023	NJASBO Employee Benefits	\$125	0
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2. Field Trips

approve the following requests for field trips

Teacher Requesting	Grade/Class	Destination	Date of Trip	Cost to students
Debra DeAngelis	5th	DaVinci Science Center	12/13/2022	\$27
Kate Stiner	7th	Fairview Lake YMCA Camp	5/25/2023 5/26/2023	TBD
Mariah Adams	6th	Phillipsburg High School	2/28/2023	\$12.50
Nancy Baglio	5th/6th G&T	Harmony Township School Battle of the Minds	12/6/2022	\$0

Motion: Gibbs		Second: Green		
Board Member	Yes	No	Abstain	Absent
Abigail Christmann	X			
Giovanni Cusmano				X
Harriett Gaddy	X			
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X			
Venita Prudenti	X			
Mary Renaud	X			
Lisa Strutin	X			

Motion Carried

Governance

On Behalf of The Governance Committee I hereby move resolution 1

1. Policy Revision (0155 Board Committees)

approve the following policy for first reading

Policy/Reg	Section	Title
Policy 0155	Bilaws	Board Committees

Motion: Green		Second: Gaddy		
Board Member	Yes	No	Abstain	Absent
Abigail Christmann	X			
Giovanni Cusmano				X
Harriett Gaddy	X			
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer		X		
Venita Prudenti		X		
Mary Renaud	X			
Lisa Strutin	X			

Rutherford Hall

On Behalf of The Rutherford Hall Committee I hereby move resolutions 1-3

1. Volunteers

approve the following volunteers to assist with projects at Rutherford Hall:

Walker Rutherford
 Clairanne Arcaro
 Edward Freeborn
 Greg Malejko
 Abigail Christmann
 Richard Sharrett
 Phillip Howard
 Matthew Matalaso
 Michael Virgil
 Cub Scout Pack 159

2. Fireworks

approve the fireworks event with a tentative date of June 24, 2023 with a rain date of June 25, 2023.

3. Grants

approve the following grants to be submitted through the Rutherford Hall Foundation:

County History Partnership Program - apply for the maximum amount (\$2500) for UV window film to protect artifacts, exterior interpretive panels (dock, landscape), and possible waterfront patio rebuild.

County Arts Grant - apply for \$5,000 for artistic programming at Rutherford Hall to include art, drama, dance, music, and theater classes and performances

Motion to move Rutherford Hall 1-3

Motion: Christmann		Second: Gibbs		
Board Member	Yes	No	Abstain	Absent
Abigail Christmann	X*			
Giovanni Cusmano				X
Harriett Gaddy	X			
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer	X			
Venita Prudenti	X*			
Mary Renaud	X			
Lisa Strutin	X			

* Ms. Christmann abstained from item 1. Mrs. Prudenti abstained from item 1, voted no to item 2.

XVI. OLD BUSINESS

None

XVII. PUBLIC COMMENTS GENERAL

Mr. Rutherford commented on student/teacher ratios.

Ms. Koerner commented on permanent substitutes.

Ms. Muhlenbruch commented on Veteran's Day and concerts.

Ms. Rodriguez commented on the winter concert.

Mr. Gavin commented on the bills list, legal fees, lawsuits, budget, class size, test results, student/teacher ratios, board self evaluation, community relations, and public comment policy.

Ms. Arcaro commented on the community garden and a garden committee.

XVIII. FOR THE GOOD OF THE ORDER

None

XIX. EXECUTIVE SESSION

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

- *HIB*
- *Attorney/Client Privilege*
- *BA Goals*

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.

Motion Moved by: Ms. Renaud

Seconded by: Ms. Christmann

MOTION CARRIED by unanimous voice vote

Executive Session

BE IT RESOLVED, that the Board of Education has been in executive session for the past 40 minutes. The matters discussed will only be disclosed to the public once the reasons for nondisclosure no longer exist. Action will be taken.

1. Be it resolved to uphold the findings of the HIB investigation.
 - a. Case 4 of 2022-2023 school year- not confirmed

Board Member	Yes	No	Abstain	Absent
Abigail Christmann	X			
Giovanni Cusmano				X
Harriett Gaddy				X
Maryann Gibbs	X			
Craig Green	X			
Lisa Moyer				X
Venita Prudenti				X
Mary Renaud	X			
Lisa Strutin	X			

XX. ADJOURNMENT

Motion: Christmann Second: Green		
All In Favor?	Opposed?	Abstain?
X		

Motion carried by unanimous voice vote at 9:52pm.

Respectfully submitted,

Danielle Tarvin-Griffith

Danielle Tarvin-Griffith

School Business Administrator/Board Secretary