



Board of Education
Regular Meeting Minutes
October 17, 2022 7:30pm

I. CALL TO ORDER

A. The regular meeting of the Allamuchy Township Board of Education held on October 17, 2022 is called to order at 7:30 p.m. by Lisa Strutin, Board President.

B. Statement of Compliance with Open Public Meetings Act

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 September 8, 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.
(replaced 9/26/22)

II. ROLL CALL

| Board Member | Present | 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, President | X | |

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

I. PLEDGE OF ALLEGIANCE

II. 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.

III. APPROVAL OF MINUTES

~~BE IT RESOLVED, that the minutes of the regular board meeting held on September 22, 2022, be approved. (Appendix 1A)~~

BE IT RESOLVED, that the minutes of the executive session held on September 22, 2022, be approved. (Appendix 1B)

BE IT RESOLVED, that the revised minutes of the regular board meeting held on June 29, 2022, be approved. (Appendix 1C)

| Motion: Renaud | | 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 | | | |

Motion Carried

IV. CORRESPONDENCE

Resident letter requesting information on candidates running for Board of Education. The PTO is hosting a meet and greet event on Thursday October 20th at 7pm in Rutherford Hall.

V. STUDENT REPRESENTATIVE REPORT

Student council members introduced themselves and announced upcoming events.

VI. ACKNOWLEDGEMENTS

October

| Grade | Name | Pillar of Character |
|---|-----------------|------------------------------------|
| Pre-K | Edward Benson | Caring and Respect |
| K | Emily Claypotch | Caring |
| 1 | Kayden Kelly | Responsibility |
| 2 | Saveena Lloyd | Citizenship |
| 3 | Jackson Turney | Responsibility and Trustworthiness |
| 4 | Lucas Killian | Respect |
| 5 | Dylan Pohle | Responsibility and Respect |
| 6 | Mariana Emmons | Citizenship |
| 7 | Mitch Sherman | Respect |
| 8 | Charlie Morgen | Caring |
| Staff Member of the Month: Stefanie Venturino | | |

VII. PRESENTATIONS

NJSLA/DLM Score Report - Dr. Gallegly

VIII. PRESIDENT'S REPORT

Mrs. Strutin congratulated the students and staff who were recognized this month. She also thanked the board of education members who had completed their self assessment and those who would be traveling to Atlantic City for the NJSBA Conference for training. Mrs. Strutin announced that the delegate meeting will be held on November 19th.

IX. COMMITTEE REPORTS

Operations (M. Renaud) - Thank you to Dr. Sabol and Ms. Tarvin for working with operations to increase sub rates for teachers and nurses.

Human Resources (H. Gaddy, Chair) - 1 appointment for a paraprofessional, preschool director job description, and placeholders for curriculum writing

Education (M. Gibbs, Chair)- PD listings, field trips, NJSLA scores, school safety committee and survey results, forum on curriculum 10/19

Governance (C. Green, Chair)- QSAC scoring, safety and security survey results, bill of rights, forum discussion

Town Council Liaison (M. Renaud, A.Christmann) - None

Rutherford Hall Committee (A. Christmann) - purchases and how they are being paid for have been identified, instructor is being paid through grant from the foundation

Rutherford Hall Liaison (A. Christmann, M. Renaud)- many events and fundraisers are coming up, visit the Rutherford Hall website for details

Hackettstown Board of Education Representative (H. Gaddy)- Meeting is October 19, Interim Superintendent has been appointed

PTO Liaison (C. Green)- many upcoming events including the book fair and family fun night, chairs needed for holiday shop

X. SUPERINTENDENT’S REPORT

HIB Report: 1 investigations, 0 confirmed

Suspensions: 0 in-school, 0 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 | | | | | | | | |
| K | 37 | 38 | | | | | | | | |
| 1 | 41 | 41 | | | | | | | | |
| 2 | 47 | 47 | | | | | | | | |
| 3 | 29 | 30 | | | | | | | | |
| 4 | 48 | 48 | | | | | | | | |
| 5 | 57 | 57 | | | | | | | | |
| 6 | 45 | 45 | | | | | | | | |
| 7 | 56 | 56 | | | | | | | | |
| 8 | 31 | 31 | | | | | | | | |
| Total | 426 | 429 | | | | | | | | |
| 9th | 37 | 37 | | | | | | | | |
| 10th | 36 | 35 | | | | | | | | |
| 11th | 41 | 40 | | | | | | | | |
| 12th | 40 | 40 | | | | | | | | |
| Total | 154 | 152 | | | | | | | | |
| GT | 580 | 581 | | | | | | | | |

Additional Items

Mr. Serraino would like to thank all of the volunteers who helped at Rutherford Hall with the dock project and the garden project. Dr. Sabol announced that we celebrated Fire Prevention Day last Friday. We will be hosting a forum on October 19th at MVS to answer questions about our health curriculum, diversity and inclusion, and anti bullying and violence. The PTO meet the candidates night is October 20th at Rutherford Hall. We will be purchasing a Raptor system for both buildings to scan licenses of all visitors.

XI. 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.*

XII. 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.

Mrs. Muhlenbruch commented on the substitute pay rate.

Mr. Gavin commented on approval of minutes, substitute pay rate increase effective date, administrative professional fees, and legal fees.

XIII. BOARD COMMITTEE ACTION REPORTS

Operations

On Behalf of the Operations Committee, I hereby move resolutions 1-10

1. Budget Adjustments (Appendix 2)
approve budget adjustments for September 2022 from funds 10 and 20
2. Bills List (Appendix 3)
 - a) approve for payment the general account bills list checks from 09/23/22 to 10/17/22 in the amount of \$777,861.35.
 - b) accepts the payroll registers for September 30, 2022 and October 15, 2022.
3. Monthly Certification of Budget (Appendix 4)

- 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 September 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 September 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 September 30, 2022 with a total Governmental Funds Account cash balance of \$947,046.47.
4. Student Activity Account (Appendix 5)
approve the Student Activity Account in the amount of \$50,685.29 as of 9/30/22.
 5. QSAC DPR (Appendix 6)
approve the QSAC DPR for submission to the Warren County Department of Education
 6. Sub Pay
approve the change in rate for substitutes to be a flat rate of \$100 **effective 10/17/2022**
 7. Sub Nurse Pay
approve the change in rate for substitute nurse to be \$225 **effective 10/17/2022**
 8. Security
approve the purchase of Raptor technologies to conduct visitor background checks
 9. Joint Transportation Agreement
agree to host transportation for the Frelinghuysen Township School District for the 22-23 school year; \$25,509.00.
 10. Comprehensive Maintenance Plan and M-1 Report (Appendix 7)
approve the Comprehensive Maintenance Report and the M-1 report as mandated by statute.

Motion to amend 6 and 7 to include effective date

| 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 | | | |

Motion Carried

Motion to move Operations 1-10

| Motion: Renaud | | 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 | | | |

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 1-2

1. Personnel

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

| Name | Position | Notes | Step/Salary | Effective Date |
|-------------|------------------|-----------|--------------------------|----------------|
| Hardy, Sean | Paraprofessional | Full time | Step 7 \$22,505 prorated | 10/3/2022 |

| | | | | |
|-------------|----------------------------------|------------------------------|-----------|--|
| Placeholder | World Language Curriculum Writer | (Revision) Up to 20 hours | \$35/hour | |
| Placeholder | Visual Arts Curriculum Writer | (Revision) Up to 25 hours | \$35/hour | |
| Placeholder | Part time speech teacher | Up to 8 hours per week | | |

2. Job Description (Appendix 9)

approve the Preschool Director job description

Motion to move Human Resources 1-2

| 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 | | | |

Motion Carried

Education

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

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) |
|-------------------------------|------------------|------------------------|------------------|----------------------------------|
| Amanda Shahin and Shaye Clark | 11/2/2022 | New Teacher Symposium | \$95 per person | \$2.82 |
| Anna Thomas | 12/1/2022 | Guided Math: Practical | \$279 | \$0 |

| | | | | |
|---------------------------------|------------|--|--------------------|-----------------|
| | | Strategies to Differentiate Your Math Instruction Using Small Group Instruction and Math Learning Centers | | |
| Kathryn Stiner | 11/30/2022 | Teaching Climate Change | \$125 | \$12.69 |
| Debra DeAngelis | 11/30/2022 | Teaching About Climate Change - Part 1 | \$125 | \$25.38 |
| Debra DeAngelis | 1/25/2023 | Teaching About Climate Change Part 2 | \$125 | \$25.38 |
| Megan Schmidt | 10/26/2022 | 9-12 | \$125 | \$0 |
| Julie Profito and Megan Schmidt | 12/1/2022 | The Student Athlete & Mental Health | \$90.00 per person | \$17.86 (total) |
| Anna Thomas | 12/13/2022 | Increasing Your Students' Mastery of Math Facts and Mental Math Skills | \$279 | \$0 |
| Joanne Ferguson | 12/13/2022 | 101 Most Power Strategies to Enhance Social Studies Instruction | \$279 | \$0 |
| Megan Schmidt | 12/5/2022 | Behavioral Threat Assessments | \$0 | \$0 |
| Megan Schmidt | 12/5/2022 | Behavioral Threat Assessments | \$0 | \$0 |
| Megan Schmidt | 12/8/2022 | NJ Department of Education - School Behavioral Threat Assessment & Management (BTAM) Training Confirmation | \$0 | \$0 |
| Victoria Patterson | 1/11/2023 | Helping Your Unmotivated and Underperforming WRITERS Succeed (Grades 6-12) | \$279 | \$0 |
| Michelle Ricci | 1/11/2023 | Helping Your Unmotivated and Underperforming WRITERS Succeed (Grades 6-12) | \$279 | \$0 |
| Rosa Franco | 11/18/2022 | ACTFL Convention and Membership | \$450 | \$248.16 |

2. Field Trips

approve the following requests for field trips

| Teacher Requesting | Grade/Class | Destination | Date of Trip | Cost to students |
|--------------------|-------------|--|--------------|------------------|
| Debra DeAngelis | 5 | DaVinci Science Center 3145 Hamilton Blvd Bypass, Allentown PA | 12/13/2022 | \$12.50 |

| | | | | |
|-----------------|-----|--|------------|--------|
| Joanne Ferguson | 8 | Washington's Headquarters Morristown National Historical Park 30 Washington Place Morristown, New Jersey 07960-4299 | 10/26/2022 | \$5.50 |
| Joanne Ferguson | 7-2 | Washington's Headquarters Morristown National Historical Park 30 Washington Place Morristown, New Jersey 07960-4299 | 11/2/2022 | \$6.50 |
| Joanne Ferguson | 7-1 | Washington's Headquarters Morristown National Historical Park 30 Washington Place Morristown, New Jersey 07960-4299 | 11/30/2022 | \$6.50 |
| Sarah Price | MD | Shoprite of Mansfield | 11/14/2022 | \$0 |

3. Student Teacher

approve Andrew Mount as student teacher from Centenary University with cooperating teacher Samuel Greco.

Motion to move Education 1-3

| 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 | | | |

** Mrs. Moyer (no to #1; yes to #2 and #3)

Motion Carried

Governance

On Behalf of The Governance Committee I hereby move resolutions (none)

1. Strauss Esmay Policy Alert

| Policy/Reg | Section | Title |
|------------|---------|-------|
|------------|---------|-------|

| | | |
|--|--|--|
| | | |
|--|--|--|

Rutherford Hall

On Behalf of The Rutherford Hall Committee I hereby move resolutions 1-5

1. Purchases for October

approve the following purchases for Rutherford Hall:

Machine rental for dock and garden project - up to \$1500

Holiday event miscellaneous purchases - up to \$2500 (from sponsorships of \$3000 to date)

Horse and Carriage - up to \$750

Prizes and Crafts - up to \$250

Sponsor Signs and Banners - up to \$150

Dinner theater catering Chefs - up to \$4,700 (from ticket sales)

Charcuterie board workshop/ Rose & Fig, - \$2,500 (from ticket sales)

History Trail children's activities - up to \$250

After school activities for November-December - up to \$300 (from ticket sales)

Event insurance for paint and sip nights, dinner theatre, and other evening performances - up to \$300

~~Chairs from David's Country Inn - \$210 for 70 chairs or \$3 per chair not to exceed 120 chairs~~

~~10 round tablecloths - not to exceed \$400~~

~~AV wires and adapters - up to \$100~~

~~Smart security door knob - up to \$500~~

Garden purchases: garden beds, benches, composting, fountain, etc. - up to \$3000 (from garden project funds)

2. Staff

approve Dawn Lau as music theater instructor to be paid through the Rutherford Hall Foundation grant

3. Grants

approve the application for the following grant opportunities:

Historic License Plate Fund Grant (award up to \$5000)

4. Fundraisers

approve Rutherford Hall or affiliates to conduct the following fundraisers

~~Year round 50/50~~

~~Car raffle~~

Photo Shoot

Pampered Chef

Chef It Up Halloween pizza and cupcake kits

5. Friends of Rutherford Hall

approve the friends of Rutherford Hall to hold annual Gala

Motion to move Rutherford Hall 1-5

| | | | | |
|--------------------|-----|---------------|---------|--------|
| Motion: Christmann | | 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 | | | |

XIV. OLD BUSINESS

XV. PUBLIC COMMENTS GENERAL

Mr. Gavin commented on NJSLA presentation, legal fees, board certification, and attorney representation at board of education meetings.

Mrs. Tuohy commented on Rutherford Hall custodial fees.

Mrs. Moyer stepped away from the dais to make public comment as a parent.

Mrs. Moyer commented on school concerts.

Mrs. Adams commented on school concerts.

XVI. FOR THE GOOD OF THE ORDER

Mrs. Weinstein spoke about legal representation when board members file ethics charges against other board members.

A recess was taken at 9:30pm.

The meeting was called back to order at 9:34pm.

XVII. EXECUTIVE SESSION

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

- *Attorney-Client Privilege*
- *Legal Matters*
- *HIB*

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. Christmann

Seconded by: Mr. Green

MOTION CARRIED by unanimous voice vote

Executive Session

BE IT RESOLVED, that the Board of Education has been in executive session for the past 12 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 investigations.
 - a. Case 1 of 2022-2023 school year- not confirmed
 - b. Case 2 of 2022-2023 school year- confirmed
 - c. Case 3 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 | | | |

XVIII. ADJOURNMENT

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

Motion carried by unanimous voice vote at 9:57pm.

[Attachments](#)
[QSAC DPR](#)

Respectfully submitted,

Danielle Tarvin-Griffith

Danielle Tarvin-Griffith
School Business Administrator/Board Secretary