



Board of Education
Regular Meeting Agenda
September 22, 2022 7:30pm

I. CALL TO ORDER

A. The regular meeting of the Allamuchy Township Board of Education held on _____, 2022 is called to order at _____p.m. by _____.

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.

II. ROLL CALL

Board Member	Present	Absent
Abigail Christmann		
Giovanni Cusmano		
Harriett Gaddy		
Maryann Gibbs		
Craig Green		
Lisa Moyer		
Venita Prudenti		
Mary Renaud		
Lisa Strutin, President		

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

III. PLEDGE OF ALLEGIANCE

IV. MISSION AND VISION

- A. To Promote the Allamuchy Learner
- B. The vision of the Allamuchy educational program is to develop young people who are curious, well rounded, knowledgeable, caring, respectful and responsible so that they can evolve into self-sufficient and confident citizens and members of a diverse society.

V. EXECUTIVE SESSION

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

- Attorney-Client Privilege
- Legal Matters
- Hearing
- 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.

Executive Session

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

VI. APPROVAL OF MINUTES

- A. BE IT RESOLVED, that the minutes of the regular board meeting held on August 22, 2022, be approved. (Appendix 1A)
- B. BE IT RESOLVED, that the minutes of the executive session held on August 22, 2022, be approved. (Appendix 1B)

VII. CORRESPONDENCE

VIII. STUDENT REPRESENTATIVE REPORT

IX. ACKNOWLEDGEMENTS

September

Grade	Name	Pillar of Character
Pre-K	Joshua Mercurio-Masker	Respect
K	Paul Westberg	Respect

6	45									
7	56									
8	31									
Total	426									
9th	37									
10th	36									
11th	41									
12th	40									
Total	154									
GT	580									

D. Other Items

1.

XIV. 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.*

XV. PUBLIC COMMENT ON AGENDA ITEMS ONLY

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.

XVI. BOARD COMMITTEE ACTION REPORTS

A. Operations

On Behalf of the Operations Committee, I hereby move resolutions 1-9

1. Budget Adjustments (Appendix 2)
approve budget adjustments for August 2022 from funds 10 and 20
2. Bills List (Appendix 3)
 - a) approve for payment the general account bills list checks from 08/23/22 to 09/22/22 in the amount of \$627,496.24.
 - b) accepts the payroll registers for August 30, 2022 and September 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 August 31, 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 August 31, 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 August 31, 2022 with a total Governmental Funds Account cash balance of \$974,639.50
 - d) Student Activity Account (Appendix 5)
approve the Student Activity Account in the amount of \$48,896.04 as of 8/31/22
4. Non-checks
approve the issuance of monthly electronic payments for the following accounts:
 - Heartland (RH Payment System Fees)
 - UNUM Life Insurance Company- Disability Insurance
 - Horizon/NJ Department of Health- Health Benefits for Retirees
 - Delta Dental
 - Jersey Central Power & Light
 - WEX (fuel for buses)
5. Staff Member Pay Out (Retirement)

approve the retirement payout for Marilou Tshudy in accordance with the AEA Collective bargaining agreement in the amount of \$11,042.50

6. Contracts (Appendix 6)

- a) approve the WCSSSD Coordinated Transportation Agreement
- b) approve the following transportation routes and costs
 - i) Route 1514 Snyder Bus \$28,392.00
 - ii) Route 1631 Cassidy Transportation \$65,520.00
 - iii) Route 1705 A. Morris Scott \$78,624.00
 - iv) Route 731 A. Morris Scott \$37,601.10

7. Tuition Reimbursements

approve the following tuition reimbursements

Brendan Poff	Special Education	\$3671.50
Sarah DeMary	Early Childhood Education	\$825.00
Sarah DeMary	Early Childhood Education	\$825.00
Kaitlin Phlegar	Contractual Condition	(\$3755.70)

8. Elementary and Secondary Education Act (ESEA) Fiscal 2022-23 Grant Adjustment

BE IT RESOLVED, to accept and approve the submission of the ESEA Grant for fiscal year 2022-2033 in the amounts listed:

Title I Part A	\$21,547	33% of employee L. Potente salary based on teaching load of 1/3 Title 1 instructor
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9. Out of District Tuition Rates (Appendix 7)

approve contracts with Warren County Technical School and the Educational Services Commission of Morris County:

- A. Warren County Technical School District- \$48,270.00
- B. Educational Services Commission of Morris County- \$85,950.00 (Tuition); \$4,514.40 (Extraordinary Services); \$34,000 (Aide)

B. 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 1-5

1. Personnel

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

Name	Position	Notes	Step/Salary	Effective Date
Theresa Roats	Media Specialist		\$1,500	Oct. 1, 2022
Abigail Wolf	Paraprofessional	¾ time	Step 1, Prorated \$16,064	August 31, 2022
Paige Schmiedeke	Substitute		\$95 per day for the first 10 days. \$100 thereafter	Sept. 1, 2022
Danielle Tarvin	Director of Preschool	Additional Title	No change	Sept. 23, 2022
Trevor Marcher	Maintenance	Increase to full time	Step 4 \$38,180	Sept. 23, 2022
Deb DeAngelis	Teacher Mentor		\$790	Sept. 2022
Deb DeAngelis	Cross Country Coach		\$1575	Sept. 2022

2. Resignations

approve the following resignations

Name	Position	Notes	Step/Salary	Effective Date
Donna Trainello	Accounts Payable/Admin Assistance	For purposes of retirement		12/30/2022

3. Recession of Appointment

the Board of Education rescinds the appointment of Nick Serraino as Cross Country Coach.

4. Job Description Updates (Appendix 8)

approve the updates to the job descriptions to include additional district mandated trainings

5. Emergency Evacuation Drill
 accept the following bus evacuation drills
 a) 9/16/22 starting at 8:45am- ATS
 b) 9/16/22 starting at 9:15am- MVS

C. 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
Michelle Ricci	10/19/2022	Breaking Bias	\$0	37/2
Michelle Ricci	10/28/2022	Connecting the Past with the Present: Jewish Refugees and the Holocaust	\$0	32/2
Vicki Patterson	10/19/2022	Breaking Bias	\$0	37/2
Vicki Patterson	10/28/2022	Connecting the Past with the Present: Jewish Refugees and the Holocaust	\$0	32/2
Deb DeAngelis	11/1/2022	Challenges Related to Working as a Member of a CST member	\$115	78
Deb DeAngelis	11/14/2022	Child Study Team: Difficulties and Disputes	\$115	78
Deb DeAngelis	2/6/2023	Running the Best IEP Meeting - Understanding Best Practices	\$125	78
Deb DeAngelis	2/17/2023	NJTSS and Special Education - the link	\$115	78
Nancy Baglio	9/19/2022	WCCSE Fall Articulation Meeting	\$0	15
Deb DeAngelis	10/21/2022	Diagnosing Dyslexia - Identifying &	\$145	0

		Building Your Assessment Toolbox		
Dottie Buel	9/28/2022	Traumatic Loss Coalition Meeting Warren County	\$0	22
Jodie DeCostanza	10/13/2022	Physical Manifestations of Psychiatric Disease	\$25	Virtual - 0
Deb DeAngelis	10/21/2022	CST & Counselor Breakfast	\$0	28
Dottie Buel	10/21/2022	CST & Counselor Breakfast	\$0	28
Julie Profito	10/21/2022	CST & Counselor Breakfast	\$0	28
Peter DeMary	9/13/2022	The New Normal for our building and grounds	\$0	0
Danielle Tarvin	9/13/2022	The New Normal for our building and grounds	\$0	0
Danielle Tarvin	9/20/2022	Preparing for Negotiations	\$125	0
Joanne Ferguson	10/3/2022	Self-Awareness: A Boost for Ourselves and our Students	\$0	Virtual - 0
Lauren Boden	9/28/2022	UUDL Touchdown: Making a Play for All Learners	\$0	Virtual - 0

2. Field Trips

approve the following requests for field trips

Teacher Requesting	Grade/Class	Destination	Date of Trip	Cost to students
Sarah Price	MD Class	Orts Farm	September 21, 2022	\$15
Robin Samiljan and Kathy Cefaloni	K	Tranquility Farms	October 6, 2022	\$15
Mariah Adams	Chorus Gr 6-8	Hackettstown High School	December 2, 2022	\$0

Mariah Adams	Band Gr 7-8	Hackettstown High School	March 9, 2023	\$0
Mariah Adams	Band and Chorus Gr 4-8	Calvary Temple and Dorney Park	May 19, 2023	\$70
Fran Muhlenbruch	1	Tranquility Farms	October 4, 2022	\$13
Jenn Sauter	2	Von Thun Farms	October 27, 2022	\$16
Deb DeAngelis	5	Mayo Performing Arts Center	April 26, 2022	\$8

3. Virtual/Remote Plan (Appendix 9)
approve the 2022-2023 Virtual/Remote Emergency Plan

D. Governance

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

1. Strauss Esmay Policy Alert 228 (Appendix 10)
approve the following policies, regulations, and abolishments for second reading per Strauss Esmay Alert 228

Policy/Reg	Section	Title
P 0163	BYLAWS	Quorum (Revised)
P 1511	ADMINISTRATION	Board of Education Website Accessibility (M) (Revised)
P 2415	PROGRAM	Every Student Succeeds Act (M) (Revised)
P & R 2432	PROGRAM	Abolished
P 3216	TEACHING STAFF MEMBER	Dress and Grooming (Revised)
P 3270	TEACHING STAFF MEMBER	Professional Responsibilities (Revised)
R 3270	TEACHING STAFF MEMBER	Lesson Plans and Plan Books (Revised)
P 4216	SUPPORT STAFF MEMBER	Dress and Grooming (New)
P & R 5513	STUDENTS	Care of School Property (M) (Revised)

P 5517	STUDENTS	School District Issued Student Identification Cards (M) (Revised)
P 5722	STUDENTS	Student Journalism (M) (New)
P & R School Sponsored Publications		Abolished

2. Memorandum of Agreement with Law Enforcement (Appendix 11)
approve the 2022-2023 school year Memorandum of Agreement between Schools and Law Enforcement
3. Certification of HIB Self-Assessment (Attachment 12)
approve the certification of the Harassment Intimidation and Bullying Self assessment for certification through NJ Homeroom.

E. Rutherford Hall

On Behalf of The Rutherford Hall Committee I hereby move resolutions 1-4

1. Purchases for October
approve the following purchases for Rutherford Hall
 - Chef it up after school activity \$1,400, paid from ticketing
 - ARTstitution paint night \$500 paid from ticketing
 - Bus for bus tour \$200 paid from ticketing
 - Jean Marie DuHamel \$300 paid from ticketing
 - Dinner theatre Caterer TBD \$5,000 paid from ticketing
 - Dinner theatre plates, napkins, utensils, coffee, dessert from food store \$1,000 cost paid from ticketing
 - Dinner theatre decor \$500 paid from ticketing
 - New black table linens \$1,000
 - host liquor policy for dinner theatre and paint night for BYOB \$250 paid from ticketing
 - website updates to add photo albums \$250
 - Constant contact 14 month subscription \$637
2. Purchases for Rutherford Hall through Fund 61
Be it Resolved to permit the School Business Administrator in conjunction with the Superintendent and the Board President to approve and pay any immediate needs of Rutherford Hall prior to the presentation to the Board not to exceed \$2,500. Such payments shall be presented to the Board for ratification at their subsequent meeting.
3. Updated Compensation Rates
approve the following updated rates for Rutherford Hall

Position	Current Rate	Proposed Rate
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RH Program Director to Executive Director	30/hr	35/hr
Instructor	50/hr	35/hr
Assistant Instructor	35/hr	20/hr

4. Rental Fees

approve the updated table of rental fees for Rutherford Hall; including a 5% discount for relinquishing total due at the time of booking.

<u>Event</u>	<u>Proposed Rate</u>
Photography Inside	100/hr
Photography Outside	50/hr
Video production Inside	200-500/hr
Video production Outside	100-500/hr
Event Single Room Rental w/o food 0 - 50 guests	100/hr
Event Single Room Rental w/o food 51 - 100 guests	150/hr
Event Single Room Rental w/ food 0 - 50 guests	150/hr
Event Single Room Rental w/ food 51 - 100 guests	200/hr
Outside only rental 0 - 50	100/hr
Outside only rental 51 - 100	150/hr
Outside only rental 101 - 150	200/hr
Outside only rental 151 - 200	250/hr
Outside only rental 201+	300/hr
Wedding / Party up to 50 guests	200/hr
Wedding / Party 51 - 100 guests	250/hr
Wedding / Party 101 - 150 guests	300/hr
Wedding / Party 151 - 200 guests	350/hr
Wedding / Party 201+ guests	400/hr
Bridal and Groom Suite	100/hr
Kitchen usage (for single room & outside rentals only rentals)	50/hr
Restroom Usage (for outside only rentals)	50/hr
Additional room usage (2nd & 3rd floor)	50 per room/hr

Patio Setup for event in addition to all other rates and fees	100 flat fee
Lawn Setup w/o tent for event in addition to all other rates and fees	200 flat fee
Tented Event in addition to all other rates and fees	500 flat fee
Outside Ceremony in addition to all other rates and fees	200 flat fee

XVII. OLD BUSINESS

XVIII. PUBLIC COMMENTS GENERAL

XIX. FOR THE GOOD OF THE ORDER

XX. ADJOURNMENT

[Attachments](#)