Allamuchy Township Board of Education

The scheduled regular meeting of the Allamuchy Township Board of Education held on May 28, 2013 is called to order at 7:35 p.m. in Room 149 by Francis 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 April 16, 2012 to the Express-Times, Daily Record and Township Clerk. Notice was posted in the school office.

John Egan took the oath of office in the Allamuchy Township School Board office on May 6th, 2013 administered by Donna Trainello, Board Secretary.

I. ROLL CALL

James Britt
Suzette Costello
William Cramer
John Egan
Brant Gibbs
Mary Renaud
Susan Torlucci
Francis Gavin, President

ALSO PRESENT
Dr. Seth Cohen, Superintendent
Donna Trainello, Board Secretary

II. PLEDGE TO THE FLAG

III. APPROVAL OF MINUTES

A. Moved by M. Renaud and seconded by W. Cramer.
   **BE IT RESOLVED,** that the minutes of the regular board meeting held on April 29, 2013, be approved. (Appendix 1)

   CARRIED: Motion carried unanimously by roll call vote -
   J. Egan abstained

B. Moved by M. Renaud and seconded by W. Cramer.
   **BE IT RESOLVED,** that the minutes of the reorganization meeting held on April 29, 2013, be approved. (Appendix 2)

   CARRIED: Motion carried unanimously by roll call vote -
   B. Gibbs abstained
IV. STUDENT REPRESENTATIVE REPORT

V. BUSINESS OFFICE REPORT

VI. ACKNOWLEDGEMENTS
Thank you letter from the State of New Jersey Department of Education (Appendix 3)

VII. PRESENTATION
Johns Hopkins Parent Involvement presentation on math, language arts, physical education given by Jennifer Chickey and Kristin Fedich

VIII. PRESIDENT’S REPORT

A. Fill vacancy for BOE position

B. Interview candidate(s) for BOE position

Ms. Diane Clark
Dr. Giovanni Cusmano

C. EXECUTIVE SESSION MOTION

Moved by J. Egan and seconded by S. Torlucci.
BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning personnel and/or legal matters 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 by roll call vote, J. Britt & B. Gibbs voted no

Executive Session

Moved by W. Cramer and seconded by B. Gibbs.
BE IT RESOLVED, that the Board of Education has been in executive session for the past 16 minutes for the purpose of personnel or legal. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

F. Gavin called for a roll call vote for the two candidates: Diane Clark received 7 votes

F. Gavin voted for Cusmano
C. Moved by W. Cramer and seconded by B. Gibbs

**BE IT RESOLVED,** to approve Diane Clark to be a member of the Board of Education.

**CARRIED:** Motion carried unanimously by roll call vote

Diane Clark took the oath of office administered by Donna Trainello, Board Secretary.

**IX. COMMITTEE REPORTS**

A. Facilities and Property –

B. Communications & Public Relations -

C. Student Activities/PTO Liaison –

D. Town Council Liaisons –

E. Rutherfurd Hall – Long Range Planning –

F. Finance –

G. Curriculum & Technology –

H. Personnel –

I. Inter-District Liaison with Great Meadows

J. Hackettstown Board of Education Liaison

**X. PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

**XI. BOARD COMMITTEE ACTION ITEMS**

**Finance** –

On the recommendation of the School Business Administrator and Chief School Administrator:
A. **Transfers**

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

**BE IT RESOLVED,** to approve the following list of transfers with a total in Fund 11 of $48,414.62 and Fund 20 $36,838.00. (Appendix 4)

CARRIED: Motion carried unanimously by roll call vote

B. **Bills List**

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

**BE IT RESOLVED,** that the bills list in the amount of $550,758.07, checks #22999 through #23074 be approved for payment. (Appendix 5)

CARRIED: Motion carried unanimously by roll call vote

C. **Student Activity**

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

**BE IT RESOLVED,** to approve the Student Activity Account in the amount of $31,852.49 Investors Bank balance as of 04-30-2013. (Appendix 6)

CARRIED: Motion carried unanimously by roll call vote

D. **Warren County Grant**

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

**BE IT RESOLVED THAT,** to approve 10 percent reserve for the Warren County Grant not to exceed $13,000.00

CARRIED: Motion carried unanimously by roll call vote

E. **NJ Child Nutrition Program**

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

**BE IT RESOLVED,** to confirm that Allamuchy Township School District will not require Lakeland-Andover School to apply for and receive funding from the NJ Child Nutrition Program nor charge students for a reduced and/or paid meal for any classified students from Allamuchy Township School District in accordance with NJAC 6A:23-4(a)ii and iii during the 2013-2014 school year.

CARRIED: Motion carried unanimously by roll call vote
Finance - continued

F. 1994 Ford Pickup Truck

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

BE IT RESOLVED, to accept the one and only bid of $600.00 from Scott Brady for the 1994 Ford Pickup Truck declared obsolete in the November 2012 board meeting.

CARRIED: Motion carried unanimously by roll call vote

G. Technology Plan

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

BE IT RESOLVED, to approve the revised 2013–2016 Technology Master Plan (Appendix 12)

CARRIED: Motion carried unanimously by roll call vote

H. Monthly Certification of Budget

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

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 April 30, 2013 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 April 30, 2012 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 April 2012 with a total Governmental Funds Account cash balance of $252,370.17. (Appendix 7)

CARRIED: Motion carried unanimously by roll call vote
Policy

A. Policy Change Second Reading

Moved by S. Costello and seconded by W. Cramer. 
**BE IT RESOLVED**, to approve the second reading of Policies. (Appendix 11)

5850 Social Events & Class Trips (Second Reading)

CARRIED: Motion carried unanimously by roll call vote.

Personnel

A. Summer Positions

Moved by M. Renaud and seconded by W. Cramer. 
**BE IT RESOLVED**, to approve the following individuals for the Summer positions.

<table>
<thead>
<tr>
<th>Title</th>
<th>Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABA Camp Assistant</td>
<td>Audra Sarafin</td>
</tr>
<tr>
<td>Direct Instruction SL</td>
<td>Lia Ordile &amp; Vicki Patterson</td>
</tr>
<tr>
<td>Teacher with ABA training/experience AC</td>
<td>Robin Samilyn</td>
</tr>
<tr>
<td>PE Teacher Autistic &amp; PSD</td>
<td>Nancy Baglio</td>
</tr>
<tr>
<td>SL Therapist</td>
<td>Lauren Boden</td>
</tr>
<tr>
<td>PSD Program Teacher 1st</td>
<td>Gina Davey</td>
</tr>
<tr>
<td>PSD Program Teacher 2nd</td>
<td>Vicki Patterson</td>
</tr>
<tr>
<td>PSD Aide</td>
<td>Pat Gardner</td>
</tr>
<tr>
<td>PSD Aide</td>
<td>Amy Crawford</td>
</tr>
<tr>
<td>Special Ed RC Teacher</td>
<td>Paige Schmiedeke</td>
</tr>
<tr>
<td>Autistic Program Teacher</td>
<td>Andrea Aussems</td>
</tr>
<tr>
<td>Occupational Therapist</td>
<td>Contract</td>
</tr>
<tr>
<td>Physical Therapy</td>
<td>Contract</td>
</tr>
<tr>
<td>LDT.C</td>
<td>Patricia Cassa</td>
</tr>
<tr>
<td>PSD Aide KS</td>
<td>Tara Warnock</td>
</tr>
<tr>
<td>Personal Aide AC</td>
<td>Robin Samilyn</td>
</tr>
<tr>
<td>Aide for LD</td>
<td>Kaitlyn Chudley</td>
</tr>
<tr>
<td>Psychologist</td>
<td>Michelle Cannata</td>
</tr>
<tr>
<td>Social Worker</td>
<td>Marylou Tshudy</td>
</tr>
</tbody>
</table>

CARRIED: Motion carried unanimously by roll call vote.
B. **Schedule A Positions**

Moved by M. Renaud and seconded by W. Cramer. 

**BE IT RESOLVED,** to approve the following for Schedule A positions for the 2013-2014 School year.

- Advisor for 7th Grade: Vicki Patterson
- Advisor for 8th Grade: Michelle Ricci
- Cross Country: Jennifer Chickey
- Cross Country: Gerald Mazzetta
- Curriculum Advisor: Joanne Ferguson
- Detention / Late Bus Coordinator: Sam Greco
- Drama: Mariah Thompson
- Drama: Melissa Sabol
- Drama: Jaehnel Hanisak
- Band: Mariah Thompson
- Chorus: Mariah Thompson
- Kindergarten G&T: Fran Muhlenbruch
- 1 G&T: Jen Sauter
- 2 G&T: Lindsey Johnson
- 3 G&T: Ashley Van Haste, Andrea Aussems
- 4 G&T: Nancy Baglio
- 5-8 G&T: Brian Lohse, Kate Stiner, Anna Thomas
- Math Advisor: Sam Greco
- Professional Development & Mentor Advisor: Joanne Ferguson
- Reading Specialist: Kristyn Fedich
- Student Council: Vicki Patterson
- SS Enrichment Teacher: Fran Muhlenbruch, Kristyn Fedich, Kate Stiner, Sam Greco
- Technology Coordinator: Melissa Sabol
- Track: Christine Rodriguez
- Track: Brian Lohse
- Volleyball Girls: Christine Rodriguez
- Volleyball Boys: Brian Lohse
- Yearbook Advisor: Cathy Cefaloni
- Anti-Bullying Specialist: Julie Profito
- Anti-Bullying Member: Christine Rodriguez
- Anti-Bullying Member: Jennifer Chickey
- Anti-Bullying Member: Paige Schmiedeke
- Anti-Bullying Member: Jennifer Sauter

**CARRIED:** Motion carried unanimously by roll call vote.
Personnel – continued

C. Intern

Moved by M. Renaud and seconded by W. Cramer.
**BE IT RESOLVED,** to approve Jessica Longo as an intern with Julio Profito for the 2013-2014 school year.

CARRIED: Motion carried unanimously by roll call vote.

D. Tuition Student

Moved by M. Renaud and seconded by W. Cramer.
**BE IT RESOLVED,** to approve the daughter of Michele Cannata as a tuition paid kindergarten student for the 2013-2014 school year.

CARRIED: Motion carried unanimously by roll call vote.

E. Washington D.C. Chaperones

Moved by M. Renaud and seconded by W. Cramer.
**BE IT RESOLVED,** to approve the following as overnight chaperone for the Washington D.C. Eighth Grade trip:

Kate Stiner

CARRIED: Motion carried unanimously by roll call vote.

F. Job Descriptions

Moved by M. Renaud and seconded by W. Cramer.
**BE IT RESOLVED,** to approve the following job descriptions.
(Appendix 8)

Accountant
Administrative Assistant
Business Office Assistant
Board Secretary/School Business Administrator
Building and Grounds Supervisor
Bus Driver
Custodian
Custodian – Rutherfurd Hall
**Personnel** – continued

- Guidance Counselor
- Instructional Aide
- Lead Maintenance/Custodian
- Learning Disability Teacher Consultant
- Library Media Clerk
- Nurse
- Nurse Certified
- Principal
- Psychologist
- Rutherfurd Hall Director
- Secretary
- Social Worker
- Speech and Language Specialist
- Special Services and Instruction Supervisor
- Superintendent of Schools
- Teacher

CARRIED: Motion carried unanimously by roll call vote.

**G. Homework Club**

Moved by M. Renaud and seconded by W. Cramer. **BE IT RESOLVED**, to approve the following staff for Homework Club position pending grant approval.

Homework Club Supervisor: Fran Muhlenbruch

CARRIED: Motion carried unanimously by roll call vote.

**H. Maternity Leave**

Moved by M. Renaud and seconded by W. Cramer. **BE IT RESOLVED**, approve the maternity leave of absence for Lori Cetani starting on May 28, 2013 to the end of the school year.

CARRIED: Motion carried unanimously by roll call vote.

**I. Long Term Leave Replacement**

Moved by M. Renaud and seconded by W. Cramer. **BE IT RESOLVED**, to acknowledge Judith Harland’s, long term leave replacement for Anna Thomas, last work day was May 20, 2013.

CARRIED: Motion carried unanimously by roll call vote.
Personnel – continued

J. Resignation

Moved by M. Renaud and seconded by W. Cramer.  
BE IT RESOLVED, to accept the resignation of Kerry Ann O’Conner with regret and best wishes as of June 30, 2013.

CARRIED:  Motion carried unanimously by roll call vote.

K. Speech & Language

Moved by M. Renaud and seconded by W. Cramer.  
BE IT RESOLVED, to approve Karen Roney as a Speech & Language Therapist for the 2013-2014 school year, 2 days a week, Step 6 MA $48,780.00 prorated (.4 time) effective 9/3/13.

CARRIED:  Motion carried unanimously by roll call vote.

L. P/T Teacher P/T Aide

Moved by M. Renaud and seconded by W. Cramer.  
BE IT RESOLVED, to approve Karen De-Ianni-Rizzolo as a P/T Teacher Step 1 BA (.5 time), P/T Aide Step 3 (.5 time) for the 2012/2013 school year effective 4-18-13 at per diem rate of $145.76.

CARRIED:  Motion carried unanimously by roll call vote.

M. Substitute

Moved by M. Renaud and seconded by W. Cramer.  
BE IT RESOLVED, to approve Judith Harland as a substitute teacher for the 2012-2013 and 2013-2014 school year.

CARRIED:  Motion carried unanimously by roll call vote.
Curriculum and Technology

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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Conference Name</th>
<th>Location</th>
<th>Date</th>
<th>Mileage</th>
<th>Conf. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aussems</td>
<td>Best Practice Workshop</td>
<td>Rutgers</td>
<td>6/5/13</td>
<td>55</td>
<td>$0.00</td>
</tr>
<tr>
<td>VanHaste</td>
<td>Best Practice Workshop</td>
<td>Rutgers</td>
<td>6/5/13</td>
<td>55</td>
<td>$0.00</td>
</tr>
<tr>
<td>Miller</td>
<td>Orton Gillingham</td>
<td>Secaucus</td>
<td>7/29-8/2</td>
<td>171.7</td>
<td>$975.00</td>
</tr>
<tr>
<td>Ordile</td>
<td>Orton Gillingham</td>
<td>Secaucus</td>
<td>8/5-8/9</td>
<td>172</td>
<td>$975.00</td>
</tr>
<tr>
<td>Stassi</td>
<td>“</td>
<td>“</td>
<td>8/5-8/9</td>
<td></td>
<td>$975.00</td>
</tr>
<tr>
<td>Thomas</td>
<td>“</td>
<td>“</td>
<td>“</td>
<td></td>
<td>$975.00</td>
</tr>
</tbody>
</table>

CARRIED: Motion carried unanimously by roll call vote.

Curriculum and Technology

B. Class Trips

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

**BE IT RESOLVED,** to approve the following class trips for the 2012-2013 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Town</th>
<th>Cost per child</th>
<th>Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boden</td>
<td>7/17/13</td>
<td>Long Beach NY</td>
<td>0.00</td>
<td>$25.00 each staff member</td>
</tr>
<tr>
<td>Ferguson</td>
<td>6/6/13</td>
<td>Great Meadows</td>
<td>$5.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Aussems</td>
<td>6/12/13</td>
<td>Randolph</td>
<td>$4.50</td>
<td>$180.00</td>
</tr>
<tr>
<td>Profito</td>
<td>6/3/13</td>
<td>Hackettstown</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

CARRIED: Motion carried unanimously by roll call vote.

XII. OLD BUSINESS

XIII. SUPERINTENDENT’S REPORT

A. School Calendar

Moved by W. Cramer and seconded by B. Gibbs.

**BE IT RESOLVED,** to approve the 2013-2014 School Calendar.

(Appendix 9)

CARRIED: Motion carried unanimously by roll call vote.
B. **Professional Development Plan (2013-2014)**

Moved by S. Torculli and seconded by M. Renaud

**BE IT RESOLVED**, to approve the 2013-2014 Professional Development Plan. (Appendix 10)

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

C. HIB – no incidents

XIV. **PUBLIC COMMENTS**

XV. **BOARD DISCUSSION**

XVI. **ADJOURNMENT**

Moved by W. Cramer and seconded by B. Gibbs.

**BE IT RESOLVED**, to adjourn.

CARRIED: Motion carried unanimously by voice vote

Time: 9:22 p.m.