

## **Allamuchy Township Board of Education**

The regular meeting of the Allamuchy Township Board of Education held on May 27, 2014 was called to order at 7:34 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 29, 2014 to the Express Times, Star Ledger, Daily Record and Township Clerk. Notice was posted in the school office.

### **I. ROLL CALL**

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

### **ABSENT**

**ALSO PRESENT** Dr. Seth Cohen, CSA  
Donna Trainello, Board Secretary

### **II. PLEDGE TO THE FLAG**

### **III. APPROVAL OF MINUTES**

- A.** Moved by J. Egan and seconded by B. Gibbs.  
**BE IT RESOLVED**, that the minutes of the special board meeting held on May 14, 2014, be approved. (Appendix 1A)

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

- B.** Moved by J. Egan and seconded by W. Cramer.  
**BE IT RESOLVED**, that the minutes of the regular board meeting held on April 28, 2014, be approved. (Appendix 1B)

CARRIED: Motion carried unanimously by roll call vote.

### **IV. STUDENT REPRESENTATIVE REPORT**

### **V. BUSINESS ADMINISTRATOR REPORT (Appendix 2)**

**VI. ACKNOWLEDGEMENTS**

**VII. PRESENTATIONS**

**VIII. PRESIDENT'S REPORT**

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
**BE IT RESOLVED**, to adopt the Long Range Plan for Rutherford Hall  
(Appendix A )

CARRIED: **TABLED**

**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 Liaison – Fran Gavin / James Britt**
- J. Negotiations – John Egan**
- K. Policy – Diane Clark**

**L. Foundation Liaison – Francis Gavin**

**M. Hackettstown Board of Education Liaison – 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 B. Gibbs.

**BE IT RESOLVED**, to approve the following list of transfers with totals in Fund 10 of \$78,988.40. (Appendix 3)

CARRIED: Motion carried unanimously by roll call vote.

**B. Bills List**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, that the general account bills list check #24135 through #24236 for total amount of \$1,082,035.44 be approved for payment. (Appendix 4)

CARRIED: Motion carried unanimously by roll call vote.

**C. Food Service Contract**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, to approve the addendum of Maschio's Food Services, Inc., contract as the food service vendor for the 2014-2015 school year, for a management fee of \$7,061.00. Maschio's Food Service, Inc. guarantees a return of \$13,000.00 on the operational financial report for the 2014-2015 school year, In the event the program costs exceed total revenues (from all sources), Maschio's Food Service, Inc., shall be responsible for any losses (shortfalls) incurred.

CARRIED: Motion carried unanimously by roll call vote.

**Finance – continued:**

**D.     2014/2015 School Calendar**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, to approve the 2014/2015 School Calendar.  
(Appendix 5)

CARRIED: Motion carried unanimously by roll call vote.

**E.     Tuition**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, to approve Adriana Shonk's son to attend 7<sup>th</sup> Grade as a tuition student for the 2013/2014 school year.

CARRIED: Motion carried unanimously by roll call vote.

**F.     Tuition Contract**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, to approve the following 2013-2014 Tuition contract for high school student (#2004) attending the Titusville Academy effective April 14, 2014 at a rate of \$275.42 per day for 51 days.

CARRIED: Motion carried unanimously by roll call vote.

**F.     Transfer of Current Year Surplus to Capital Reserve**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, to approve the transfer of current year surplus, as determined by the 2013 – 2014 audit, to Capital Reserve.

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F 41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**Finance – continued:**

**WHEREAS**, the Allamuchy Twp. Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

**WHEREAS**, the Allamuchy Twp. Board of Education has determined that (an amount not to exceed) \$150,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Allamuchy Twp. Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

CARRIED: Motion carried unanimously by roll call vote.

**G. Transfer of Current Year Surplus to Maintenance Reserve**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, to approve the transfer of current year surplus, as determined by the 2013 – 2014 audit, to Maintenance Reserve.

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F 41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Allamuchy Twp. Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and

**WHEREAS**, the Allamuchy Twp. Board of Education has determined that (an amount not to exceed) \$150,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Allamuchy Twp. Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

CARRIED: Motion carried unanimously by roll call vote.

**Finance – continued:**

**H.     Transfer of Current Year Surplus to Tuition Reserve**

Moved by J. Britt and seconded by B. Gibbs.

**BE IT RESOLVED**, to approve the transfer of current year surplus, as determined by the 2013 – 2014 audit, to Tuition Reserve.

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F 41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Allamuchy Twp. Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Tuition Reserve account at year end, and

**WHEREAS**, the Allamuchy Twp. Board of Education has determined that (an amount not to exceed) \$150,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Allamuchy Twp. Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

CARRIED: Motion carried unanimously by roll call vote.

**I.     Monthly Certification of Budget**

Moved by J. Britt and seconded by B. Gibbs.

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 04/30/2014 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

## **Finance – continued:**

that as of 04/30/2014 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 funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. **BE IT REOLVED THAT**, the motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of April 2014 with a total Governmental Funds Account cash balance of \$596.450.93. (Appendix 6 )

CARRIED: Motion carried unanimously by roll call vote.

## **Personnel**

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

### **A. Summer Workers**

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

**BE IT RESOLVED**, to approve the following summer workers for the 2014 summer on an as needed basis.

Kevin Frederiks	\$ 9.00
Ralph Kay	\$ 9.00
Scott Demary	\$ 8.00
Thomas Tagliareni	\$ 8.50
Sonia Safarpour	\$ 8.50
Owen Gavin	\$ 8.00
Tom Snyder	\$10.25
Jerry Kucharski	\$10.25

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

### **B. Advertisement**

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

**BE IT RESOLVED**, to approve the following advertisement for Superintendent/Principal/CST Director.  
(Appendix 7)

CARRIED: Motion carried unanimously by roll call vote.

**Personnel - continued**

**C.     ESY**

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

**BE IT RESOLVED**, to approve following ESY positions.

CARRIED

1:1 ABA Aide Camp – 8 weeks/18 hours a week/3 days – Audra Sarafin

Special Education Teachers with ABA Training  
5 weeks/6 hours a week - Patterson and Ordile 7/7-8/7

PE Teacher 2-3 hours a week 7/7 – 8/7 (PSD and Autistic Classes) –  
Nancy Baglio

SL Therapist 7/7 -8/7 (15-17 hour a week) Lauren Boden

SL Therapist 7/7-8/7 (6-7 hours a week) Karen Roney

2 PSD Teacher 7/7-8/7 (16 hours a week) Gina Davey & Vickie Patterson

2 PSD Aide 7/7-8/7 (12 hours a week) Lynn Quinto and Amy Crawford

Nurse 7/7-8/7 (12 hours) Danielle Pulver

Special Education RC ESY Teacher 7/7-7/31 (16 hours a week)  
Paige Schmiedeke

Special Education RC ESY Aide 7/7-7/31 (12 hours a week)  
Christine Ahern

MD Program Teacher 7/7-8/7 (16 hours a week) Andrea Aussems

Occupational Therapist 7/7-8/7 (10 hours a week) Karen Rymon

Physical Therapist 7/7-8/7 (5 hours a week) A. Peck

LDT-C, Social Worker, and Psychologist – up to 10 days each Patricia Cassa,  
Michele Cannata, Marilou Tshudy

Personal Aide Tara Warnock

ESY Subs 1 teacher (Substitute Rate)  
1 Aide (\$15 an hour) Allison Motzer  
1 Teacher (rate of teacher subbing for) – Allison Chudley

CARRIED:   Motion carried unanimously by roll call vote.



**D. Substitutes**

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

**BE IT RESOLVED**, to approve the following as substitutes for the 2013/2014 school year.

Michelle Stassi

CARRIED: Motion carried unanimously by roll call vote.

**E. Rutherford Hall Summer Camp**

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

**BE IT RESOLVED**, to approve the following staff and their rates for the Rutherford Hall summer camps to be held from July 7, 2014 to August 29, 2014.

Doug Gillespie \$1000  
Eric Freedman \$1500 (plus all prep & planning in all cases)  
Rita Baragone \$1000  
Linda Banta \$1000  
Kate Barbour \$1000  
Lary Wasserman \$1200

Possible Returning Counselors

Lorenzo Capales \$250  
Tanner Hayes \$250  
Cassandra Randis \$250  
David Smith \$250  
Nicholis Andrusin \$250 (or serves as camp administrator  
as this is his 3<sup>rd</sup> year – asked him to apply – that would be  
at \$300 per week)

CARRIED: Motion carried unanimously by roll call vote.

D. Clark abstained

**F. Part Time Secretary**

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

**BE IT RESOLVED**, to approve Patricia Turoczy as part-time secretary 2014/2015 school year.

CARRIED: Motion carried unanimously by roll call vote.

## **Personnel - continued**

### **G. Retiring**

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

**BE IT RESOLVED**, to approve the resignation for retirement with regret for Roy Parsons effective 5/31/14.

CARRIED: Motion carried unanimously by roll call vote.

### **H. D/C Trip**

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

**BE IT RESOLVED**, to approve the following staff for the Washington D/C trip for May 28, 29, 30, 2014.

Christine Rodriguez   Marsha Koerner   Mariah Thompson  
Jennifer Chickey   Scott Brady   Debra DeAngelis   Sam Greco

CARRIED: Motion carried unanimously by roll call vote.

## **Curriculum and Technology**

### **A. Class Trips**

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

**BE IT RESOLVED**, to approve the following class trips for the 2013-2014 school year:

<b>Name</b>	<b>Location</b>	<b>Cost</b>	<b>Transp. Cost</b>	<b>Date</b>
Rizzolo	Andover	\$30.00	\$0	6/3/14
Cohen	Centenary College (Sailing)	\$0	\$0	5/29/14

CARRIED: Motion carried unanimously by roll call vote.

## **XII OLD BUSINESS**

## **XIII. SUPERINTENDENT'S REPORT**

- A. HIB: 4 incidents 1 confirmed  
2 suspensions

**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: 10:10 p.m.