

Allamuchy Township Board of Education

The regular meeting of the Allamuchy Township Board of Education held on October 24, 2016 is called to order at 7:34 p.m. in Room 149 by Diane Clark. 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 January 8, 2016 to the Express Times and the Township Clerk. Notice was posted in the school office.

I. ROLL CALL

James Britt
Suzette Costello
William Cramer
Giovanni Cusmano
John Egan
Francis Gavin
Brant Gibbs
Mary Renaud
Diane Clark – President

Student Representatives: Matthew Bremner
Olivia Kreider

ALSO PRESENT Mr. Joseph Flynn, CSA
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 September 26, 2016, be approved. (Appendix 1)

CARRIED: Motion carried unanimously by roll call vote.
S. Costello, J. Egan abstained

IV. STUDENT REPRESENTATIVE REPORT

V. ACKNOWLEDGEMENTS

VI. PRESENTATIONS

- Audit Presentation – Timothy Vrabel
- PARCC Presentation – Jennifer Chickey and Melissa Sabol

VII. PRESIDENT’S REPORT

VIII. REPORTS

COMMITTEES

- A. Operations: J. Britt - Chair**
- B. Human Resources: S. Costello – Chair**
- C. Education: G. Cusmano – Chair**
- D. Governance: F. Gavin – Chair**
- E. Town Council Liaison: B. Gibbs
J. Egan**

OTHER DISTRICT

- F. Hackettstown Board of Education Representative – G. Cusmano**

IV. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

X. BOARD COMMITTEE ACTION REPORTS

Operations

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

A. Bills List

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

BE IT RESOLVED, that the general account bills list check #26967 through #27061 for total amount of \$1,052,160.09 be approved for payment. (Appendix 2)

CARRIED: Motion carried unanimously by roll call vote.

B. Transportation Contract

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

BE IT RESOLVED, to approve the 2016-2017 joint transportation agreement between Allamuchy Township Board of Education and Green Township Board of Education to transport one Allamuchy student.

Jointure Route#	Host Dist.	Joiner Dist.	Destination	Joiner Cost
14	Green	Allamuchy	Green Hills School	\$407.64

CARRIED: Motion carried unanimously by roll call vote.

C. Mt. Olive Township Board of Education

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

BE IT RESOLVED, to approve the tuition contract with Mt. Olive BOE for HS student #0406, tuition \$47,838, effective September 1, 2016.

CARRIED: Motion carried unanimously by roll call vote.

D. Educational Services Commission of Morris County

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

BE IT RESOLVED, to approve the tuition contract with Educational Services Commission of Morris County plus aide for HS#1204 at a rate of \$67,900 tuition and \$30,180 for the aide.

CARRIED: Motion carried unanimously by roll call vote.

E. Mountain Lakes Board of Education

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

BE IT RESOLVED, to approve the tuition contract with Mountain Lakes Board of Education for HS student #1017, tuition \$9528.00, plus personal aide if required effective September 1, 2016 to October 17, 2016.

CARRIED: Motion carried unanimously by roll call vote.

F. Comprehensive Maintenance Plan and M-1 Report

Moved by _____ and seconded by _____.

BE IT RESOLVED, to approve the Comprehensive Maintenance Plan and the M-1 Report as mandated by statute. (Appendix 3)

CARRIED: **TABLED**

G. Transfer of Current Year Surplus to Capital Reserve

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

BE IT RESOLVED, to approve the transfer of current year surplus, as determined by the 2015 – 2016 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

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) \$270,000 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.

H. Transfer of Current Year Surplus to Tuition Reserve

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

BE IT RESOLVED, to approve the transfer of current year surplus, as determined by the 2015 – 2016 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) \$50,000 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. Transfer of Current Year Surplus to Maintenance Reserve

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

BE IT RESOLVED, to approve the transfer of current year surplus, as determined by the 2015 – 2016 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) \$50,000 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.

J. Comprehensive Annual Financial Report (CAFR)

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

BE IT RESOLVED, to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management report for fiscal year ended June 30, 2016. (Appendix 4)

Auditor's recommendations:

1. Administrative Practices and Procedures – NONE
2. Financial Planning, Accounting and Reporting – NONE
3. School Purchasing Program – NONE
4. School Food Service – NONE
5. Student Activity Funds – NONE
6. Athletic Account – NONE
7. Application for State School Aid – NONE
8. Pupil Transportation – NONE
9. Facilities and Capital Assets – NONE
10. Miscellaneous – NONE
11. Status of Prior Years' Audit Findings/Recommendations
NOT APPLICABLE

CARRIED: Motion carried unanimously by roll call vote.

K. Capital Reserve

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

BE IT RESOLVED, to approve the Capital Reserve

WHEREAS, NJSA 6A:23A-14.1(h) permits a Board of Education to withdraw such funds from the Capital Reserve account and appropriate into the required capital account lines at budget time or any time during the year for use on required capital activities for a school facility as reported in the Long Range Facility Plan, pursuant to N.J.A.C. 6A:26A-

WHEREAS the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Capital Reserve Account any time during the year by resolution, and

WHEREAS, the Allamuchy Township Board of Education is desirous to withdraw funds from the Capital Reserve Account and appropriate said funds into the required capital account line for the following:

\$80,000.00 to Reconstruct Drainage Basins, Repave and Reline the Parking at the Allamuchy Township School, 20 Johnsonburg Road, Allamuchy 07820

WHEREAS, according to 6A:23A-14.1(k), the Allamuchy Township Board of Education shall restore any unexpended capital outlay appropriations, up to the amount of capital reserve account funds withdrawn, to the capital reserve account

CARRIED: Motion carried unanimously by roll call vote.

L. Tuition Contract

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

BE IT RESOLVED, to accept an out of district tuition student on a tuition basis. The son of Danielle Hall will be attending Allamuchy School District for a tuition rate of \$4800.00 effective November 1, 2016 to June 30, 2017.

CARRIED: Motion carried unanimously by roll call vote.

Human Resources

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

A. Volunteers

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

BE IT RESOLVED, to approve the following volunteers for the 2016/2017 school year pending background checks and TB testing.

Jen Nascimento, Kimberly Saul, Essence Blake, Sangeeta Hosangadi, Bettina Marcher Samanns, Elsa Todd, and Connie Donatuccio

CARRIED: Motion carried unanimously by roll call vote.

B. Lateral Movement on Guide

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

BE IT RESOLVED, to approve a lateral move for Jennifer Sauter from 9BA +30 to step 9 MA (2014-2015 contract step) effective February 1, 2017.

CARRIED: Motion carried unanimously by roll call vote.

C. Aide

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

BE IT RESOLVED, to approve Karen Rizzolo as a full time aide, Step 3 \$16,812 effective 10-24-16. Salary to be adjusted when the new contract is signed.

CARRIED: Motion carried unanimously by roll call vote.

D. Substitute

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

BE IT RESOLVED, to approve Ryan Cusmano as a substitute for the 2016/2017 School year.

CARRIED: Motion carried unanimously by roll call vote.

E. Personal Aide

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

BE IT RESOLVED, to approve Jasmine Sorbino as a full time personal aide, Step 5 \$16,812 tentative effective date of 11-07-16 pending student start date.

CARRIED: Motion carried unanimously by roll call vote.

Education**A. Attendance at Professional Conferences**

Moved by G. Cusmano 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.

Teacher	Date	Workshop Name	Cost	Mileage
Profito	10/14/16	Writing HIB Reports	\$150.00	3.72
Aussems	12/07/16	Mindfulness in the classroom	\$199.00	58
Van Haste	12/07/16	Mindfulness in the classroom	\$199.00	58
Cefaloni	10/11/16	Kindergarten Seminar	\$0	30
Cefaloni	12/14/16	Kindergarten Seminar	\$0	30
Cefaloni	02/08/17	Kindergarten Seminar	\$0	30
Cefaloni	03/29/17	Kindergarten Seminar	\$0	30
Cefaloni	05/17/17	Kindergarten Seminar	\$0	30
Samiljan	10/11/16	Kindergarten Seminar	\$0	60
Samiljan	12/14/16	Kindergarten Seminar	\$0	60
Samiljan	02/08/17	Kindergarten Seminar	\$0	60
Samiljan	03/29/17	Kindergarten Seminar	\$0	60
Samiljan	05/17/17	Kindergarten Seminar	\$0	60
Schmiedeke	10/11/16	Kindergarten Seminar	\$0	60
Schmiedeke	12/14/16	Kindergarten Seminar	\$0	60
Schmiedeke	02/08/17	Kindergarten Seminar	\$0	60
Schmiedeke	03/29/17	Kindergarten Seminar	\$0	60
Schmiedeke	05/17/17	Kindergarten Seminar	\$0	60

CARRIED: Motion carried unanimously by roll call vote

B. Class Trips

Moved by G. Cusmano and seconded by W. Cramer

BE IT RESOLVED, to approve the following class trips for the 2016-2017 school year:

Name	Location	Cost	Transp. Cost	Date
Ferguson	NJ Statehouse Trenton, NJ	\$0	\$0	11/21/16
DeAngelis	DaVinci Science Center	\$15.00	\$200.00	12/19/16

1	49	49	50									
2	37	38	38									
3	38	35	35									
4	58	58	58									
5	46	46	47									
6	43	43	44									
7	44	44	44									
8	44	43	43									
PSD	3	3	3									
Total	403	401	404									
9 th	36	35	35									
10 th	47	46	47									
11 th	33	31	31									
12 th	42	39	39									
Total	158	151	152									
GT	561	552	556									

B. HIB - Monthly Update: 0 Investigations – 0 Confirmed

C. Nursing Service Plan 2016-2017

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

BE IT RESOLVED, to approve the Nursing Service Plan for the 2016-2017 School year. (Appendix 7)

CARRIED: Motion carried unanimously by roll call vote

D. FACILITIES

Solar Field Close Out
 Cell Tower Update
 Rutherford Hall
 Roof Project
 Negotiations with Contractor
 Parking Lot ATS
 Roof Old School House

DISTRICT

Late Bus Update
 QSAC Review
 Standing Committee

XIII. PUBLIC COMMENTS

XIV BOARD DISCUSSION

XV. EXECUTIVE SESSION MOTION

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

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal issues 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 unanimously by roll call vote

Executive Session

Moved by F. Gavin and seconded by W. Cramer.

BE IT RESOLVED, that the Board of Education has been in executive session for 7 minutes for the purpose of legal issue. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

CARRIED: Motion carried unanimously by roll call vote

XVI. ADJOURNMENT

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

BE IT RESOLVED, to adjourn.

CARRIED: Motion carried unanimously by voice vote

Time: 9:25 p.m.