

**Montague Board of Education Meeting
Regular Meeting Agenda
June 4, 2019
6:00 pm**

I. Call to Order

II. Roll Call

	Present	Absent
Gayle Andriac		
Jennifer Caramucci		
Diane Cole		
Sally Kurtzman		
Glen Plotsky, President		
Linda Spinapolice, Vice President		
Charles Teufert		

Others Present:

Timothy Capone - Chief School Administrator
George Hagl – Interim Business Administrator/Board Secretary

III. Flag Salute

IV. The mission of the Montague School District is to provide the best educational experience and opportunities resources allow, in order to realize the potential of every child.

V. In accordance with the New Jersey Sunshine Law, a legal notice of this meeting has been posted on the official bulletin board at the school and advertised in the New Jersey Herald and the Times Herald Record.

VI. Announcement of Executive Session

VII. BE IT RESOLVED, that the Montague Board of Education recess and proceed to executive session to discuss personnel matters and legal issues. Action may or may not be taken.

Motion to open Executive Session at ____pm
Motion _____ 2nd _____ All in Favor/Opposed

Motion to close Executive Session at ____pm
 Motion _____ 2nd _____ All in Favor/Opposed

Motion to reopen Regular Meeting at ____pm
 Motion _____ 2nd _____ All in Favor/Opposed

VIII. CSA Report

IX. SBA Report

- The Application for FY 2018-2019 Special Education Extraordinary Aid was submitted to the NJ Department of Education on May 20, 2019.
- A Safety Grant application in the amount of \$2,500 was submitted to New Jersey Schools Insurance Group on May 29, 2019.

X. Correspondence

XI. Approval of Minutes

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the minutes of April 16, April 30, and May 7, 2019.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicc	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

XII. Public Session

Public comment is invited on all matters pertaining to the school district. All participants shall be permitted three (3) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate.

Board meetings are a meeting of the Board conducted in public, NOT a meeting of the public conducted in the presence of the Board.

The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the BOE does not endorse your comments nor will the BOE 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.

Motion to open public comment at ____ pm

Motion _____ 2nd _____ All in Favor/Opposed

Motion to close public comment at ____ pm

Motion _____ 2nd _____ All in Favor/Opposed

XIII. Action Items

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following field trip:

Grade	Date	Location	Event
Pre-K	Friday, June 14, 2019	Hampton Pit	Picnic & Field Day

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the May 8, 2019 thru June 4, 2019 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	A:24871-A:24931 A:N0515-A:N0531	\$ 950,884.40
Lunch Program	N1704-N1706	\$ 294.75

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicce	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the attached list of line item transfers effective April 2019.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicce	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Board Secretary's Report (A-148) for the month of April 2019.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicce	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Treasurer of School Monies Report (A-149) for the month of April 2019.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicce	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve an amendment to the ESSA Title IA 2017-2018 fiscal year carry over grant funds allocations as follows:

ACCOUNT NUMBER	AMOUNT
20-234-100-101-000-000	\$107,753.00
20-234-200-200-000-000	\$ 33,403.00
TOTAL	\$141,156.00

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicce	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the ESEA Title IV FY 2017-2018 carryover allocation as follows:

ACCOUNT NUMBER	AMOUNT
20-281-400-732-000-000	\$10,000.00
TOTAL	\$10,000.00

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicce	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the write-off of the following outstanding checks issued from the General Fund:

PAYEE	CHECK NUMBER	AMOUNT	REASON
Bollinger, Inc.	23368	\$1,434.00	Duplicate Check
Michele Hordyszynski	23409	\$40.30	Mileage Reimbursement Checks Not Cashed
Pham Thank	23800	\$500.00	Aide-In-Lieu Not Cashed
Bureau of Educational at Research	23943	\$259.00	Duplicate Check
Suburban Morris Water	24130	\$770.22	Duplicate Check

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the write-off of the following (2015) deposit in transit from the New Jersey Cash Management Account in the amount of 0.77.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the write-off of the following outstanding checks issued from the Lunch Account:

PAYEE	CHECK NUMBER	AMOUNT	REASON
Nancy Padalino	1669	\$25.00	Not Cash

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the write-off of the following 2016/2017 & 2017/2018 fiscal year carryforward Accounts Payable:

PURCHASE ORDER	VENDOR	AMOUNT	REASON
P201800204	S.C. Voc Tech	\$5,678.00	Adjusted Billing
P201800707	Shell	\$64.00	Adjusted Billing
P201700850	State of N.J.	\$7,000.00	Cancel Invalid P.O.
P201800711	Abcode	\$4,320.00	Items Not Required
P201800669	Abcode	\$450.00	Items Not Required

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the attendance of the following professional development workshop:

Workshop	Attendee	Date	Location	Cost
CPM Mathematics	Genene Meli	June 18, 2019	Warminster, PA	Free Registration Plus: Mileage / Tolls / Parking in accordance with OMB guidelines

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education rescind its motion of April 16, 2019 as follows:

*“F-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approves the purchase of the following items from Keyboard Consultants, Inc. through a bid (**HCESC-COT-1906**) awarded by the Hunterdon County Educational Services Commission:*

<i>Qty.</i>	<i>Description</i>	<i>Unit Price</i>	<i>Total</i>
4	Promethean AP6-8A-4K (4)	\$6,152.00	\$24,608.00
4	Install and setup	\$ 575.00	\$ 2,300.00
4	1 APL5YROSS 5 year on site support (4)	\$ 296.00	\$ 1,184.00
	TOTAL		\$28,092.00

Fund Source: Title I Carry Over”

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education appoint Nisivoccia LLP, as the auditors for the Board whose term of office shall be July 1, 2018 through June 30, 2019.

WHEREAS, there exists a need for retention of an independent Auditor for the 2018/2019 fiscal year audit; and

WHEREAS, the Public Schools Contract Law allows for a Resolution authorizing the award of contracts for “Professional Services” without competitive bids; and

WHEREAS, Nisivoccia, LLP, submitted a proposal dated December 1, 2018;

NOW THEREFORE BE IT RESOLVED by the Board of Education of the Township of Montague as follows:

The School Business Administrator is hereby authorized and directed to execute an agreement with Nisivoccia to serve as Auditor to the Montague Board of Education at a cost as follows:

Audit of the general-purpose financial statements of the Montague Board of Education for the year ended June 30, 2019, including a compliance audit in accordance with the Single Audit Act Amendments as amended. Assist in the preparation, compiling, copying and binding the Comprehensive Annual Financial Report (CAFR) and Audit of the Application for State School Aid (ASSA) as required by the Department of Education, including assistance with GASB 34 Compliance and assistance with GASB 44 Compliance. The cost of these services shall be \$23,025. Additional services are available at the standard hourly rate at the respective degree of responsibly.

Notice of Contract Award

The Board of Education of the Township of Montague in the County of Sussex, New Jersey (the “Board”) has awarded a Contract for professional services pursuant to N.J.S.A. 18A:18A-5. The Board retained the auditing firm of Nisivoccia LLP to provide specialized services. The amount charged for these services will be determined in accordance with the proposal for the 2018/2019 Auditing Services dated December 1, 2018, on file with the Board Secretary. This Contract will be in effect until either party gives written notice to the other of termination in accordance with the Agreement or until.

This Contract and the Resolution authorizing it are available for public inspection in the offices of the Board Secretary.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the attached list of out-of-district regular & special education placements.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve a settlement with the MEA related to employee health benefits in the amount of \$2,061.93.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the purchase of the following items under **STATE CONTRACT NO.: WN23AGW.**

Quantity	Description	Unit Price	Total
3	Dell Compact USB-C Charging Cart	\$1,543.18	\$4,629.54
45	Dell Chrome 5190 – Touch Screen	\$250.01	\$11,250.45
45	Google Chrome OS Management Console License, Education	\$25.27	\$1,137.15
	TOTAL		\$17,017.14

Note: ESEA- Title I shall fund this purchase in the amount of \$16,639.18

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-17 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the submission of a Safety Grant to the New Jersey Insurance Group requesting \$2,500.00.

Moved by:

Seconded by:

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES								
NO								
ABSTAIN								
ABSENT								

XIV Unfinished Business

XV New Business

XVI Executive Session if necessary:

BE IT RESOLVED, that the Montague Board of Education recess and proceed to executive session to discuss personnel matters and legal issues. Action may or may not be taken.

Motion to open Executive Session at ____pm
 Motion ____ 2nd ____ All in Favor/Opposed

Motion to close Executive Session at ____pm
 Motion ____ 2nd ____ All in Favor/Opposed

Motion to reopen Regular Meeting at ____pm
 Motion ____ 2nd ____ All in Favor/Opposed

XVII Adjournment

Motion ____ 2nd ____ All in Favor/Oppose
 Time of Adjournment: _____