

**Montague Township Board of Education Meeting
Regular Meeting Agenda
March 16, 2020
6:00 pm**

I. Call to Order

II. Roll Call

	Present	Absent
Dale Bouma		
Paul Brislin		
Jennifer Caramucci		
Danielle Christmann		
Billy Underwood		
Charles Teufert, Vice President		
Glen Plotsky, President		

Others Present:

Timothy Capone - Chief School Administrator
Maria Costa – Board Secretary

III. Flag Salute

IV. The mission of the Montague Township 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 Sunday New Jersey Herald.

VI. Announcement of Executive Session

VII. BE IT RESOLVED, that the Montague Township 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

X. Correspondence

XI. Approval of Minutes

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the minutes of the February 24, 2020 board meeting.

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

XII. Public Session – Agenda Items

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 Township Board of Education approve the following workshop attendance:

Workshop	Attendee	Date	Location	Cost
Nonviolent Crisis Intervention Training Program	Kelly Edsall	May 18 – 21, 2020	Doubletree Hotel Pittsburgh, PA	\$3450 Registration Plus: M&IE, Mileage and Tolls in accordance with OMB guidelines
Sussex County Regional Transportation Cooperative Annual Meeting	Erkan Gumustekin Alvinna Mheiny Maria Costa	April 7, 2020	Northwood Engine Company #2 Hopatcong, NJ	Free registration Plus: Mileage and Tolls in accordance with OMB guidelines

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following Field Trips:

Field Trip	Date	Attendees	Location	Cost
Growing Stage Theater Grade 2	May 7, 2020	25 Students 2 Adults	Growing Stage Theater	\$300.00 Plus transportation
Growing Stage Theater Grade 1	May 12, 2020	34 Students 3 Adults	Growing Stage Theater	\$408.00 Plus

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the donation from Follett Educational Foundation in the amount of \$212.40.

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve Business Administrator, Erkan Gumustekin to attend NJASBO Annual Conference in Atlantic City on June 3-5, 2020. Travel expenditures include registration of \$275, transportation, lodging, and expenses in accordance with OMB guidelines.

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

A-5 BE IT RESOLVED, that the Montague Township Board of Education approve Chief Administrator, Timothy Capone to attend NJASA Annual Conference in Atlantic City on May 13 – 15, 2020. Travel expenditures include registration of \$575, transportation, lodging, and expenses in accordance with OMB guidelines.

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

XIV. Financial Items

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve February 25, 2020 thru March 16, 2020 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	#A:N0228-N0313	
	A:25498-A:25540	\$643,438.40
Lunch Program	F: N1721	\$5,000.00

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-2 BE IT RESOLVED, that the Montague Board of Education approve the submission of the 2020/2021 fiscal year school budget to the Sussex County Executive Superintendent of Schools for approval as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ XX, XXX, XXX	\$ XX, XXX, XXX
Total Special Revenue Fund	\$ XXX, XXX	\$ X
Total Debt Service Fund	\$ X, XXX	\$ X, XXX
Totals	\$ XX, XXX, XXX	\$ XX, XXX, XXX

BE IT RESOLVED, that Montague Board of Education authorize the utilization of Excess Surplus as of June 30, 2019, in the amount of \$133,517 to the 2020/2021 fiscal year budget, and

BE IT FURTHER RESOLVED, that Montague Board of Education authorize to partially utilize its Banked CAP in the amount of \$XX, XX in its 2020/2021 budget and for the balance to be carryforward.

BE IT FURTHER RESOLVED, that Montague Board of Education approve the following capital project for the 2020/2021 school year.

AC Unit Vent	\$xxx,xxx
Led Lighting	\$xxx,xxx
Roof Sealing	\$xx,xxx
Architectural/Engineering Services	\$xx,xxx

Capital Reserve Account Withdrawal

BE IT FURTHER RESOLVED, that Montague Board of Education request the approval of a capital reserve withdrawal in the amount of \$xxx,xxx. The District intends to utilize these find for the AC Unit Vent in classroom, LED lighting roof Sealing and Architectural/Engineering Services

BE IT ADDITIONALLY RESOLVED, that Montague Board of Education confirms the establishment of its 2020/2021 public budget hearing on Monday, April 27, 2020. The annual

public budget hearing shall be conducted in the Montague School Multi-Purpose Room, 475 Route 206, Montague, New Jersey, commencing at 6:00 PM.

BE IT FURTHER RESOLVED that the Montague Board of Education authorizes advertising said public budget hearing in the New Jersey Herald, in accordance with the form suggested by the State Department of Education and according to law.

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-3 WHEREAS, the Montague Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$ 1,500.00 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1,2020 through June 30,2021); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Montague Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Montague Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$ 47,835.00 for all staff and board members.

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								

ABSTAIN								
ABSENT								

F-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following scholarship awards in the amount of \$50.00 each:

- Dureler Scholarship for Math Award
- Dureler Scholarship for Science Award
- Merusi Youngman Scholarship for Physical Education

Moved:

Seconded:

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES								
NO								
ABSTAIN								
ABSENT								

XV. 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.

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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

XVI. Unfinished Business

XVII. New Business

XVIII. Executive Session if necessary:

BE IT RESOLVED, that the Montague Township 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

XIX. Adjournment

Motion _____ 2nd _____ All in Favor/Oppose

Time of Adjournment: _____