

**Montague Board of Education  
Annual Reorganization/Special Meeting  
Meeting– 7:00 P.M  
January 7, 2015**

**I. Call to Order and Flag Salute**

**II. In accordance with the New Jersey Open Public Meeting Act, a legal notice of this meeting has been posted on the official bulletin board at the school and advertised in the New Jersey Herald.”**

**III. Roll Call**

	<b>Present</b>	<b>Absent</b>
Thomas Bolen III		X
Diane Cole	X	
George Gelderman	X	
Sally Kurtzman	X	
Debra Osborne	X	
Gayle Andriac	X	
Tacia Johnson	X	

Others Present:

Janice L. Hodge, Chief School Administrator/Principal  
John W. Waycie, School Business Administrator/Board Secretary  
Cherie Adams, Esq., Attorney for Montague Board of Education

**IV. Report of Election Results – John W. Waycie, Business Admin./Bd. Sec.  
3 Year Term:**

**Gayle Andriac                      507**  
**Tacia Johnson                      456**

**V. Oath of office for newly elected Board members administered by Ms. Adams.**

**VI. New Business:**

**1. Open nominations for Board President (Board Secretary)**

**Mrs. Cole nominated Tacia Johnson**

**Close nominations for Board President**

Motion by Mr. Gelderman, seconded by Mrs. Cole  
All in Favor Motion Carried

**2. Election of President**

**BE IT RESOLVED, that Tacia Johnson is hereby elected as President of the Board of Education, effective January 7, 2015 for a term prescribed by law.**

Motion by Mr. Gelderman, seconded by Mrs. Cole  
Vote 6-0  
Motion Carried

**3. Nomination of Vice President (Board President)**

**Open nominations for Board Vice President**

**Close nominations for Board Vice President**

**Mrs. Osborne nominated Sally Kurtzman**

Motion by Mrs. Osborne, seconded by Mrs. Cole to close nominations  
All in Favor  
Motion Carried

**4. Election of Vice President**

**BE IT RESOLVED, that Sally Kurtzman is hereby elected as Vice President of the Board of Education, effective January 7, 2015, for a term prescribed by law.**

Motion by Mrs. Osborne, seconded by Mrs. Cole  
Vote 6-0  
Motion carried

**5. Appoint Board Secretary (N.J.S.A. 18A: 17-5)**

**BE IT RESOLVED, that John W. Waycie be appointed as Board Secretary, (N.J.S.A. 18A: 17-5), effective January 7, 2015, for a term prescribed by law.**

Motion by Mr. Gelderman, seconded by Mrs. Kurtzman  
All in Favor  
Motion Carried

**6. Designation of Meetings (18A: 10-6)**

**WHEREAS, the Open Public Meetings Act requires the Board of Education to provide notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board.**

**NOW THEREFORE, BE IT RESOLVED, BY THE Board of Education of the Township of Montague that the following notice of regularly scheduled meetings be adopted beginning at 7 p.m. and held in the Montague Elementary School Cafeteria:**

**Notice of 2015 Public Meetings**  
**Montague Board of Education**  
**475 Route 206**  
**Montague, NJ 07827**  
**7:00 PM**

<b>January 29, 2015</b>	<b>Thursday</b>
<b>February 26, 2015</b>	<b>Thursday</b>
<b>March 18, 2015</b>	<b>Wednesday</b>
<b>April 29, 2015</b>	<b>Wednesday</b>
<b>May 27, 2015</b>	<b>Wednesday</b>
<b>June 24, 2015</b>	<b>Wednesday</b>
<b>July 22, 2015</b>	<b>Wednesday</b>
<b>August 26, 2015</b>	<b>Wednesday</b>
<b>September 23, 2015</b>	<b>Wednesday</b>
<b>October 28, 2015</b>	<b>Wednesday</b>
<b>November 18, 2015</b>	<b>Wednesday</b>
<b>December 16, 2015</b>	<b>Wednesday</b>

**2016**

**January 6, 2016**      **Wednesday**  
**(in case of inclement weather- January 7, 2016)**  
**Annual Re-Organization Meeting**

**BE IT FURTHER RESOLVED**, that the aforesaid notice of regularly scheduled meetings be kept posted in the Elementary School on the community bulletin board located outside the front office at 475 Rt. 206 North, Montague, New Jersey.

**BE IT FURTHER RESOLVED**, that the aforesaid notice be filed with the Clerk of the Township of Montague.

**NOTE:**

- 1. Special Public Meetings where official action is taken will be scheduled as needed with proper notice.*
- 2. Closed Executive Sessions with the public excluded for discussion of personnel, legal matters, negotiations, or any other exception as defined in NJSA 10:4-12 will be authorized as needed by resolution during public meetings or by special notice.*

Motion by Mrs. Osborne, seconded by Mrs. Andriac  
All in Favor  
Motion Carried

**3.. Bank Depositories**

**BE IT RESOLVED**, that the Board of Education of the Township of Montague approve the following banks to act as a depository for public funds, and that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below:

<u>ACCOUNT</u>	<u>SIGNATORIES</u>	<u>BANK</u>
General Fund and Capital Reserve Acct.	Board President Board Secretary Treas. Of School Monies	Sussex Bank
Payroll Agency	Payroll Clerk Treas. Of School Monies Board Secretary	Sussex Bank
Payroll Account	Payroll Clerk Treas. Of School Monies Board Secretary	Sussex Bank
Unemployment Insurance	Payroll Clerk Board Secretary	Sussex Bank
Summer Savings	Payroll Clerk Board Secretary	Sussex Bank
Student Council	Board Secretary Accounts Payable	Sussex Bank
Cafeteria Account	Lunch Program Coord. Board Secretary	Sussex Bank
N.J. Cash Management	Board Secretary Accounts Payable	Citi Fund Services

Motion by Mr. Gelderman, seconded by Mrs. Kurtzman  
All in Favor  
Motion Carried

**4. Establishment of Procedure for Signing of Checks**

**WHEREAS, the Montague Board of Education desires to establish procedures for authorized signatures to be placed on the various categories of checks issued by the Board;**

**BE IT RESOLVED, that the signatures of the Board President, the Board Secretary and the Treasurer of School Moneys shall be required on checks issued in payment of bills; and**

**BE IT FURTHER RESOLVED, that the signatures of the Board President and the Treasurer of School Moneys and the original signature of the Board Secretary or Chief School Administrator shall be required on all checks included on the bills list; and**

**BE IT FURTHER RESOLVED that the signature of the Treasurer of School Monies shall be required on all checks issued on the Payroll Agency account.**

Motion by Mrs. Kurtzman, seconded by Mr. Gelderman  
All in Favor  
Motion Carried

## 5. Designation of Official Newspaper for Legal Notices

**BE IT RESOLVED, That The New Jersey Herald be designated the official newspaper for legal notices and the The Times Herald Record be so designated should it be impossible to advertise in the The New Jersey Herald for reasons of timely notice, emergency, or other reasons.**

Motion by Mr. Mrs. Cole, seconded by Mr. Gelderman  
After discussion, **following amended motion was made by Mr. Gelderman, seconded by Mrs. Cole**

**BE IT RESOLVED, That The New Jersey Herald and The Times Herald Record be designated the official newspapers for legal notices.**

All in Favor  
Motion Carried

## 6. Board Policies

**BE IT RESOLVED, that the written Bylaws, Board Policies, Regulations, and Job Descriptions previously and duly adopted are hereby adopted by this Board and shall govern all actions and business to come before this Board.**

Motion by Mrs. Cole, seconded by Mrs. Kurtzman  
All in Favor  
Motion Carried

## 7. Petty Cash Fund

**WHEREAS, the Board of Education has established a petty cash fund for the purpose of making immediate payments of comparatively small amounts; and  
WHEREAS, the State Board of Education has amended N.J.A.C. 6:20-2.10 to establish requirements, which strengthen the fiscal controls and accountability for petty cash funds.  
BE IT RESOLVED, upon recommendation of the Business Administrator that the Montague Board of Education approve the following Petty Cash Account to be established and replenished by the rules and regulations for Petty Cash Funds:  
CENTRAL BOARD OFFICE - \$200 – Signatory: Business Administrator/Accounts Payable. Individual amounts are not to exceed \$200.00**

Motion by Mr. Gelderman, seconded by Mrs. Osborne  
All in Favor  
Motion Carried

Motion to close Re-Organization meeting by Mrs. Osborne, seconded by Mr. Gelderman  
All in Favor  
Motion Carried

**SPECIAL MEETING:**

**Approval of Minutes – Tabled**  
**December 17, 2014 – Regular Meeting**  
**December 17, 2014 – Executive Meeting**

**Open to Public (Any Items)**

During this portion of the meeting, the residents are invited to address the Board with any comments or concerns that may be in respect to the operation of their school.

**Motion to open public comment at 7:32 p.m.**

Motion by Mr. Gelderman, seconded by Mrs. Kurtzman  
All in Favor  
Motion Carried

Mr. Mannion- congratulated new members, microphones, rebuttals should be allowed  
Mrs. Bisl- welcome new members, is there update on Port Jervis, were other K-8s visited  
Mr. Innella- congratulated new members, call if you need helped, shared Sussex Cty statistics  
Mrs. MiKulski- High Point open house, ethics training when, thank you for basket ball, why curriculum committee tabled, read statue about impeding progress  
Mrs. Olenick- Mr. Runne and Mr. Ferriere best options, curriculum why 6-8<sup>th</sup>, assessment scores  
Mrs. DeGeorge- Board member behavior not appropriate before winter concert  
Mrs, Spinapolice questioned cost of referendum

**Motion to close public comment at 8:00 p.m.**

Motion by Mr. Gelderman, seconded by Mrs. Andriac  
All in Favor  
Motion Carried

Motion by Mrs. Cole, seconded by Mrs. Osborne to table P-1 and Approval of Minutes  
All in Favor (except Mr. Gelderman)  
Motion carried

**Personnel**

**P- 1 BE IT RESOLVED, that the Montague Board of Education approve Leslie Coolong, Carl Ferriere, Karen Goyette, Monica Higbie, Kim Hamilton and Nancy Wright to the Grades 6 through 8 Curriculum Committee for a total not to exceed 60 hours each from January 2015 through April 2015 at individual rates per MEA contract (total estimated cost \$16,241). Tabled**

**P -2 BE IT RESOLVED, that the Montague Board of Education approve Carl Ferriere and Brenten Runne as basketball coaches to 5<sup>th</sup> and 6<sup>th</sup> grade intramural basketball to run Mondays and Wednesdays during third marking period. Salary per MEA contract (\$775 each).**

Motion by Mr. Gelderman, seconded by Mrs. Kurtzman  
Vote 4-2 No- Mrs. Osborne and Mrs. Andriac  
Motion Carried

### **Adjournment**

**Motion by Mrs. Kurtzman, seconded by Mr. Gelderman, to adjourn meeting at 8:04 p.m.  
All in Favor  
Motion Carried**