

**Montague Board of Education Meeting
Regular Meeting Minutes
July 17, 2018
6:00 pm**

I. Call to Order

II. Roll Call

	Present	Absent
Glen Plotsky, President	X	
Linda Spinapolice, Vice President	X	
Gayle Andriac	X	
Sally Kurtzman	X	
Emma Masset		X
Diane Cole	X	
Charles Teufert	X	

Others Present:

Timothy Capone - Chief School Administrator

Tina Palecek – Business Administrator/Board Secretary

III. Flag Salute

IV. 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.

V. Announcement of Executive Session

VI. 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 6:05 pm

Motion Sally Kurtzman 2nd by Gayle Andriac

All in Favor

None Opposed

Motion Carried

Motion to close Executive Session at 7:19 pm

Motion Gayle Andriac 2nd by Charles Teufert

All in Favor

None Opposed

Motion Carried

Motion to reopen Regular Meeting at 7:19 pm

Motion Gayle Andriac 2nd by Charles Teufert

All in Favor

None Opposed

Motion Carried

Mr. Plotsky had to leave the meeting for a brief period. Mrs. Spinapolice presided over during his absence, however, the recorder was not engaged during this time – so there are no recordings of the time when Mr. Plotsky had to leave the meeting.

VII. Approval of Minutes

a. May 1, 2018 – Tabled at June 5, 2018 Meeting

Motion: Charles Teufert Second: Gayle Andriac

Discussion: Due to misunderstanding of the process of voting on Board Minutes; Ms. Kathy Helewa, New Jersey School Boards Association Representative, updated the Board Members on the actual protocol on voting on presented Minutes.

Ms. Helewa explained in accordance with Robert’s Rules, any Board Member can vote on Minutes regardless of whether they were at that particular meeting; there is no reason, nor should a Board Member Abstain simply because they were not at the meeting. In fact, no vote is even necessary to accept Board Secretary Board Meeting Minutes. The individual presiding over the meeting only needs to ask attending members if there are any corrections or approve as written. If approved as written the presiding individual simply needs to say, “Minutes approved as written” - if there are corrections, “Minutes approved with noted corrections”.

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES		X	X				X	3
NO								
ABSTAIN				X		X		2
ABSENT	X				X			2

VIII. CSA Report

New Jersey School Boards Training by Ms. Kathy Helewa

- Board Goals
- District Goals
- Superintendent Goals

Mr. Capone communicated at the end of June there was a FLISA meeting to discuss how funding is distributed. At that meeting the conversation surrounded the fact that we only get a fraction of the money allocated to Montague. Right now our formula only provides 33% taxable land when in fact it is closer to 50% due to Montague’s State Land. If our percentages were corrected we would see a 17% increase in funding. There needs to be a growth mechanism included to correct this issue. Mr. Capone will continue to update the Board on new activity and events.

At the end of the year there was an awards program for Grades K-8. It was well attended. Students received awards for perfect attendance and academic achievement.

Graduation was June 28, 2018. Mr. Plotsky was the speaker. It was a great event to celebrate our students’ successes.

New milestone this year was Title 1. We submitted our grant this year for school wide. This allows us to use the money for all students and just targeted students.

Received two thank you’s from a special education preschool parent saying thank you for the program. The other was from senior’s group. There was a choral concert at the end of the year for them.

Update to the PreK program: in the 4-year PreK 24 filled of the 30 available slots are filled and 16 of 30 available slots for the 3-year old PreK are filled. Kindergarten enrollment is currently at 28 with numbers expected to increase in August.

One thing discussed throughout the year was efficiency. Spending our money well was very important. The Montague State Aid was reduced by \$84,677.00 for the 2018-2019 school year. (last year's loss was \$26,720.00). We anticipate giving money back to the taxpayer next school year possible only due to efficient spending of District money.

HIB: Mr. Capone made the recommendation to affirm HIB's 5-30-18 and 5-31-18

IX. SBA Report

Mrs. Palecek communicated to the Board all Grants have been completed and submitted. Boiler upgrade is on the agenda approval would improve heating efficiency and cost savings. Aid reduction for the 2018-2019 School Year is \$84,677.00 last year's reduction was \$26,720.00; there is no anticipated return of that aid to the Montague School District. The Montague School District did anticipate this reduction and through efficient spending we were able to manage the reduction effectively.

X. Correspondence

- a. Correspondence from L. Moroney
- b. Correspondence from C. Lane
- c. Correspondence from P. Walker

XI. Liaison Report

a. Non-voting Member Report

XII. Public Session

Motion to open public comment at 8:34 pm

Motion Charles Teufert 2nd by Gayle Andriac

All in Favor

None Opposed

Motion Carried

Art Henn, River Road, changing boilers, is it feasible? How many quotes did we get? Propane tanks in the ground still belong to the owner who supplies the fuel. He'd like to know more about this project.

Motion to close public comment at 8:35 pm

Motion Gayle Andriac 2nd by Charles Teufert

All in Favor

None Opposed

Motion Carried

XIII. 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 8:36 pm

Motion Gayle Andriac 2nd by Linda Spinapolice

All in Favor

None Opposed

Motion Carried

F-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Montague Board Secretary Report:

May 2018

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the replacement boiler system with a high efficient propane system within the Montague School

Motion: To Table to Next Meeting – Charles Teufert

Second: Linda Spinapolice

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

F-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Tuition Contract between Windsor Learning Center and the Montague School for student # 6421228763 for the 2018-2019 School year commencing on September 5, 2018 for 180 billable days. The per diem rate is set at: \$310.00 or \$55,800.00.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the contract with Donna M. Conklin, Physical Therapist, for physical therapy services for the 2018-2019 School Year at a rate of \$73.00 per session.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Tuition Contract between Celebrate the Children and Montague School for student # 7671899359 for the 2018-2019 School Year commencing on September 6, 2018 for 180 billable days. At the following per diem rates tuition: \$397.22 , extraordinary services for July through June: \$150.00.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the 2018-2019 Extended School Year contract between Lakeland Regional High School and Montague School for student # 4517983010. At the following per diem rates tuition: \$387.81, 1:1 Aide: \$255.31.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the contracting of the lowest bid for the 2018-2019 bus routes:

~~High Point Regional 1 and Montague School Country Club Beach and High Point Regional late run~~
High Point Regional 2 and Montague School Deckertown/Country Club
Tech /Charter 1 **and** Montague School Rt 23-New Road,
Tech/Charter 2 **and** Montague School Colehaven
Port Jervis **and** Montague School River Road

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the 2018-2019 ESY transportation for student CO to Lord Stirling School in Basking Ridge from July 9, 2018 through August 17, 2018.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Tuition Contract between Lakeland Andover School and Montague School for student # 1325758905 for the 2018-2019 School Year commencing on September 4, 2018 for 180 billable days. The per diem rate is set at: \$310.00.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following bus route for the 2018-2019 School Year:

High Point Regional 1 **and** Montague School Country Club Beach **and** High Point Regional late run

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the reduction of budget line #11-230-100-101 in the amount of \$84,677.00 to equal the State Aid reduction

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the additional bill list dated June 29, 2018 for the Lunch Program.

Check #1682 – 1683

\$7,115.30

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the New Jersey Child Assault Prevention 2018/2019 Grant Application, K-8 CAP's Bullying Prevention Program.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-17 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the parent transportation contract for student #13198575 for the 2018-2019 Willowglen Academy's Extended School Year. Payment is contingent upon receipt of all NJ DOE documentation required for parental transportation contracts and will be paid at the rate of \$.31 per mile.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-18 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Nonresident Tuition contract NR18-19-01 for the 2018-2019 School Year.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-19 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Nonresident Tuition contract NR18-19-02 for the 2018-2019 School Year.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-20 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Nonresident Tuition contract NR18-19-03 for the 2018-2019 School Year.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-21 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Resident Tuition contract NR18-19-01 for the 2018-2019 School Year.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

F-22 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the submission of NJSIG Safety Grant

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Montague School District day to begin at 9 am and end at 4 pm

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Full-Time School Principal Waiver Request for the 2018-2019 School Year as required by the NJ Department of Education

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following 2018-2019 ESY substitutes:

Reyna Sanchez
Patrice Kealy
Monica Eulo
Ivette Manning
Asma Butt
Lynn Antonucci
Dawn Marion

Motion: Sally Kurtzman

Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the School Business Administrator contract for Tina Palecek for the 2018-2019 School year at an annual salary of \$88,000.00 commencing on July 1, 2018 through June 30, 2019.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-3 BE IT RESOLVED, the Montague Board of Education approves Timothy C. Capone to hire personnel to be ratified at the next board meeting, effective July 1, 2018 until June 30, 2019.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the resignation of Patricia Walker, effective immediately.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the posting for a School Social Worker/Guidance Counselor for the 2018-2019 School Year.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the transfer of Erkan Gumustekin from Assistant to the Business Administrator to the Assistant Business Administrator at an annual salary of \$59,999.00 effective July 18, 2018.

Motion: Sally Kurtzman

Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the title correction of Carol LaStarza from Supervisor of Special Education/Guidance Counselor/LDTC to the Interim Supervisor of Special Education/Guidance Counselor/LDTC effective July 1, 2018.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the transfer of Darrel Stewart to the Facilities/Custodial/Transportation Manager effective July 18, 2018.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the CDL training for Darrel Stewart and William Jeskey at the Ideal Driving School in Clifton NJ between July 18, 2018 and August 31, 2018.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the posting of the following coaching positions for the 2018-2019 School Year:

Flag Football	Soccer
Cross Country	Boys Basketball
Girls Basketball	Lacrosse
Track	Volleyball

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the posting of the following extracurricular positions for the 2018-2019 School Year:

Theatre Club	STEM Club
Fishing Club	Bell Choir
Sunny Seeds	LEGO Club
Yearbook	

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

P-12 BE IT RESOLVED, that the Montague Board of Education approve the Chief School Administrator/Principal, Timothy Capone's attendance at the NAFIS Conference in Washington D.C., September 23, - 27, 2018 including transportation, lodging, and expenses associated with the conference.

Motion: Sally Kurtzman Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X			X	5
NO								
ABSTAIN						X		1
ABSENT					X			1

XIV Unfinished Business

- Underground Oil Tank

Mrs. Cole questioned the quotes included in her packet. She did not understand some of the language, standard efficiency and high efficiency in particular. She also questioned if the boiler installed in the 2016-2017 School Year could be sold to offset some of the costs. Mrs. Spinapolice questioned the differences in items listed within each quote; some quotes indicate additional charges for items while others do not. The cost of propane was questioned. Mr. Capone explained propane and propane tanks are separate from the heating system project. Mrs. Palecek explained one propane company offered to install needed propane tanks at no cost, but we would be utilizing only that company. Mrs. Andriac asked what would happen to the newer boiler if we went to propane. Mrs. Palecek said resale of a used boiler may not be an option, but she will look into the matter. Mr. Teufert communicated to the Board that if we are going to convert to a new system we should look at geothermal. Mrs. Palecek explained that with this recommended conversion we would still be able to utilize our in-classroom univents; classroom heating would not be affected.

- Asbestos Tile
- Roof
- Eye Screener
- Auditory Screener
- Front Main Entrance Safety Upgrade
- Budget Goals
 - Pre-K Program/Special Education
 - Transportation
 - Facilities
 -

XV New Business

Mr. Teufert commented that to increase lighting efficiency we should go to Lowes and buy them from at this current sale price.

XVII Adjournment

Motion Gayle Andriac 2nd by Charles Teufert

All in Favor

None Opposed

Time of Adjournment: 10:51 pm