

**Montague Board of Education Meeting
Regular Meeting Minutes
June 19, 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 6:02 pm
Motion Gayle Andriac 2nd Sally Kurtzman
All in Favor
None Opposed
Motion Carried

Motion to close Executive Session at 7:07 pm
Motion Gayle Andriac 2nd Sally Kurtzman
All in Favor
None Opposed
Motion Carried

Motion to reopen Regular Meeting at 7:07 pm
Motion Gayle Andriac 2nd Linda Spinapolice
All in Favor
None Opposed
Motion Carried

VII. CSA Report

Transportation: The Board has been discussing transportation costs as an ongoing topic. Tonight we will be looking at a 54 passenger school bus with the intent to utilize a new bus to do a double run for the School District saving the District considerable money on contracted bus routes. Mr. Capone went over a handout detailing annual bus cost estimates. In 3-years we will save over \$90,000.00, in ten years the District can anticipate a \$581,000.00 savings, and if we can run the bus for the full 15-years the savings is nearly \$928,000.00. Maintenance costs will impact the total savings, but total savings on contracted bus routes will still be considerable. The breakeven point of ownership is only four-years. Mrs. Palecek added that the quote presented includes 3-point harnesses which are an upgrade to current safety requirements.

The meeting paused to allow the Board Members and the members of the public attending the meeting to go outside and see a bus comparable to the bid presented for purchasing consideration. The recorder was turned off during this time.

7:32 pm – the meeting was resumed.

Mr. Capone asked for questions from the Board Members. Mrs. Spinapolice asked what the Board's liability if we purchase our own bus and who are going to be drivers. Mr. Capone communicated we are currently liable; that will not change and we have internal personnel who are going to drive. Mrs. Cole asked about cameras; the bus company representative responded that adding cameras is a relatively low cost. Mr. Capone reiterated purchasing a bus will be a considerable cost savings to the District and that we should consider purchasing more buses moving forward.

Safety: Sidewalks need to be fixed; there are safety issues with the current condition and we need to repair. Resolution F6 authorizes the School Business Administrator to approve repairs not exceeding \$17,500.00. Fence, currently there is no fence protecting the area used by students when the ground is too wet for recess. A 6' fence would provide a safe area. Windows, we are looking at pull-down reflective shades. These shades allow staff to see out, but no one can see in the building. Oil Tank, this is a high priority project. We got a quote to remove tank. The current heating system is not efficient; they are only 79% and 80% efficient. We know we have to take the oil tank out of the ground and we know we have boilers that are 20-years old. There is going to be a point between the removal of the oil tank and the fall when a decision must be made regarding the conversion of our system to a more efficient system. A quote was included in each Board Member packet for the cost of converting the heating system to a more efficient system. This should be a priority especially considering multiple school days were lost two-years ago due to heating system failure. Switching to propane would be a more efficient system. We did speak to a contractor regarding installation of propane tanks. Removal of the underground tank has been a topic of discussion for a long-time for this Board; upgrading the heating system would increase efficiency and reduce risks. Propane requires less fuel to heat the building increasing our savings. In ground propane tanks pose no environmental hazards.

File Server: F-15 on the agenda. This is a priority because the current file server is old. Also needed are new teacher computers, F-9. We have a quote for them at \$17,626.05; this is an agenda item.

Air Conditioners: We need to look at ductless air conditioners for safety purchases.

Parking Lot: We should be exploring how we can expand the parking for the school. We now have many new programs that invite parents and community members to attend; however, with limited parking this is problematic. Although not an urgent need, this should be something the Board begins planning to take action on in the future.

Lighting: The current lighting is not efficient. We can make changes in stages to improve efficiency.

One noted issue regarding our QSAC review. The County did not count the Board of Education Superintendent Evaluation even though Board Minutes and a submitted Extract were sent to the County in March 2018.

Impact Aid: At the end of June there will be a meeting to discuss the division of funding. There is some talk regarding military family vouchers taking money away from schools reducing available funds to eligible students.

VIII. SBA Report

Mrs. Palecek discussed the end-of-year close out processes. Mrs. Palecek also informed the Board that the annual audit is scheduled for August 27, 2018.

IX. Correspondence

A letter from a parent regarding money owed to the lunch program.

X. Liaison Report

a. Non-voting Member Report

XI. Public Session

Motion to open public comment at 8:45 pm

Motion Sally Kurtzman 2nd by Gayle Andriac

All in Favor

None Opposed

Motion Carried

Krista McKlusky, Elm Court, Expressed appreciation for the added focus on front door security and believes the bus is a good way to control costs. She told the Board that she is very pleased with the positive changes that have occurred and requested the Board of Education extend Mr. Capone's contract. She also shared an exchange she had with a former student parent; the parent regrets taking her children out of Montague. This is an example of the positive change.

George Gelderman, Deerfield Lane, Mr. Gelderman said he had a "boat load of questions", but Mr. Capone has answered all of them. He also said that the RAPTOR program is a "phenomenal" idea, a no brainer.

Tyler Edgar, Rolling Ridge Road, Told the Board that daughters attending school are happy. He is very impressed with the school, cost savings, and efficiencies. Only concern is with pre-k program; he has some questions.

Art Henn, River Road, Mr. Henn believes it is a good idea what we did out front. Also wanted to let the Board Members know that a former Montague student just graduated in the top 10 at Port Jervis High School

Jennifer Caramucci, Oak Ridge Road, Mr. Stewart was a real trooper with lego club. Everyone is looking forward to next year. She feels new security is great change. She feels children are safer and she feels more confidence with the new security in place.

Cathy Ganska, Sleepy Hollow Road, Questioned the cost of the preschool program; cite says it's free, but packet says \$750.00. She believes this is too much and she will take her children to Milford for preschool. She asked why there is no difference between district students and non-district students.

Motion to close public comment at 9:00 pm

Motion Gayle Andriac 2nd by Sally Kurtzman

All in Favor

None Opposed

Motion Carried

XII. Action Items

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the June 19, 2018 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	#A: -A:24103-A:24161	\$411,859.16
Lunch Program	1681	\$10,368.35

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Montague Board of Education Treasurer Report:

April 2018

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Montague Board Secretary Report:

April 2018

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the payment of bills and transfers from June 20, 2018 to June 30, 2018, as necessary, to close out the Fiscal Year:

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the contract to remove the 4,000 gallon underground heating oil storage tank with Applied Service Corp for the quoted amount of \$16,190.00

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize the School Business Administrator to award contracts on behalf of the Board of Education in accordance with Public School Contracts Law, 18A-18A-3 as set forth in New Jersey Statutes Title 18A Education; contract shall not exceed \$17,500.00:

Sidewalk Replacement

Motion: Gayle Andriac

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize the School Business Administrator to award contracts on behalf of the Board of Education in accordance with Public School Contracts Law, 18A-18A-3 as set forth in New Jersey Statutes Title 18A Education; contract shall not exceed \$17,500.00:

Parking Lot

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize the School Business Administrator to award contracts on behalf of the Board of Education in accordance with Public School Contracts Law, 18A-18A-3 as set forth in New Jersey Statutes Title 18A Education; contract shall not exceed \$17,500.00:

Interior Lights Upgrade to LED

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approves the purchase of Dell computers at the cost of: \$17,626.05

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize the School Business Administrator to award contracts on behalf of the Board of Education in accordance with Public School Contracts Law, 18A-18A-3 as set forth in New Jersey Statutes Title 18A Education; contract shall not exceed \$17,500.00:

Safety Reflective Shades for Windows

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize becoming a member of the Hunterdon County Educational Services Cooperative Purchasing Group

Motion: Sally Kurtzman Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize the purchase of one 54-passenger bus from H.A. Dehart and Son, Inc. at the quoted price of \$110,199.35 with the additional costs to install cameras.

Motion: Glen Plotsky Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the transfer of monies to the Capital Reserve Account for the purpose of Board approved Capital projects for the Montague School not to exceed \$250,000.00.

Motion: Gayle Andriac Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the ESY Transportation Contract with the Sussex County Cooperative.

Motion: Sally Kurtzman Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-15 BE IT RESOLVED, F-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the purchase of a New File Server from Panurgy at the cost of \$10,657.34.

Motion: Diane Cole Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

F-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the construction of a fence by Salerno Fence in the amount of \$6,500.00.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Timothy Capone to attend School Safety Specialist Training at the Morris County Public Safety Academy in Morristown NJ on August 6 -9, 2018.

Motion: Diane Cole Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Long Range Facilities Plan with the following items listed as priorities:

- Removal of Underground Oil Tank
- Sidewalk Replacement
- Upgrade Interior Lights with LED
- Replace Oil Burners with Propane Heating System
- Building Automation System
- Upgrade School Security System
- Asbestos Tile Removal

Motion: Diane Cole

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Timothy Capone as the School Safety Specialist for the 2018-2019 School year.

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Carol LaStarza as the Anti-Bullying Specialist for the 2018-2019 school year.

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Timothy Capone as the Anti-Bullying Coordinator for the 2018-2019 school year.

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Sidebar Agreement between Montague Board of Education and Montague Education Association dated June 12, 2018.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Lori Jeskey as the ESY Special Education Teacher at a rate of \$47 an hour for 4 hours a day, starting July 2 until July 26, 2018.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Fran Varacalli as the ESY Special Education Teacher at a rate of \$47 an hour for 4 hours a day, starting July 2 until July 26, 2018.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Danielle LaStarza as the ESY Paraprofessional at a rate of \$17.50 an hour for 4 hours a day, starting July 2 until July 26, 2018.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Kim Hart as the ESY Paraprofessional at a rate of \$17.50 an hour for 4 hours a day, starting July 2 until July 26, 2018.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Tracy Edwards as the ESY Paraprofessional at a rate of \$17.50 an hour for 4 hours a day, starting July 2 until July 26, 2018.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Lisa Cirello as the ESY Nurse at a rate of \$47 an hour for 4 hours a day, starting July 2 - 26, 2018.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Peter Martin as Custodian at a rate of \$18.87 an hour effective July 1, 2018 – June 30, 2019.

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve posting for a Special Education position for 2018-2019 school year.

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X		X		5
NO								
ABSTAIN								
ABSENT					X		X	2

P-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Darrel Stewart, Peter Martin, and William Jeskey 's to attend CDL training at a cost of \$1350.00 per person.

Motion: Gayle Andriac

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X				4
NO						X		1
ABSTAIN								
ABSENT					X		X	2

XIV Unfinished Business

- Underground Oil Tank
- Asbestos Tile
- Eye Screener – next budget cycle
- Auditory Screener – next budget cycle

XV New Business

- RAPTOR System
- Fingerprint Sign-In Device

XVII Adjournment

Motion Sally Kurtzman 2nd Gayle Andriac

All in Favor

None Oppose

Time of Adjournment: 9:42 pm