

**Montague Board of Education Meeting
Regular Meeting Minutes
June 5, 2018
6:00 pm**

I. Call to Order

- II.** Nomination for Board Secretary due to the absence of Mrs. Palecek:
a. Mrs. Kurtzman - nominated

III.

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

IV. 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:

X - Timothy Capone - Chief School Administrator

Absent due to foot surgery - Tina Palecek – Business Administrator/Board Secretary

Flag Salute

- 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 6:12 pm
Motion Linda Spinapolice 2nd by Charles Teufert
All in Favor
None Opposed
Motion Carried

Motion to close Executive Session at 8:26 pm
Motion Emma Masset 2nd by Charles Teufert
All in Favor
None Opposed
Motion Carried

Motion to reopen Regular Meeting at 8:27 pm
 Motion Charles Teufert 2nd by Linda Spinapolice
 All in Favor
 None Opposed
 Motion Carried

VIII. Approval of Minutes

a. May 1, 2018

b. Motion to Table

Motion: 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

c. May 15, 2018

Motion: Charles Teufert Second: Linda Spinapolice
 With addition of absences added. Adjournment time added to the agenda format.

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

Recess to make copies of agenda addendum for the public at 8:31 pm returned at 8:42 pm

IX. CSA Report

- a. QSAC:** A Board goal is to address issues identified in the QSAC report.
- i.** An email received on May 24, 2018 from the County Office regarding Montague’s QSAC included a letter dated March of 2018; that is a two-month gap from the time the letter was written and when it was transmitted electronically. We had three areas identified in the QSAC needing improvement.
 - ii.** Performance was at 54% it is now 81%
 - iii.** Governance was 24% the current rating is 70%; not passing. A significant component of this score is the State did not accept the evaluation completed by the Montague Board of Education for the Chief School Administrator/Principal. Because of this we did not receive a passing percentage for Governance. The next evaluation is in September and we expect to pass at that time. Another component which weighed against Montague was an OFAC finding for legal costs from several years ago. This issue was complicated due to the fact that the County Office set the budget line for legal fees at an impossible \$2,000.00 limit. The OFAC issue regarding legal costs has been addressed in the 2018/2019 School Year budget.
- b. Transportation:** Potential purchase of a bus. Review of the costs of current bus routes and the cost of a new bus demonstrate purchasing a new bus would provide financial relief to the District. Annual transportation cost savings will be considerable \$50,000.00 to \$60,000.00; cost recovery of the bus purchase is expected within the first year of ownership. Vehicle can be used for after school events, field trips, etc, and may have lift component for wheelchair bound students.

- c. Sussex County Education Commission met and Montague was given a Board of Directors' seat. Mr. Capone was in attendance and would represent Montague unless someone else would like to do it. Meetings are held on Monday nights.
- d. Title 1 Submissions meeting on June 13, 2018 in New Providence with the State Department. Mr. Capone will be requesting the Board approve sending a training team to that meeting in new business.
- e. Front entrance upgrades – two sets of locking doors with new camera to ensure safety of students and staff.
- f. Phone system upgrade is on tonight's agenda – this is a safety concern because currently teachers can only communicate with the central office using the outdated intercom system. Creates greater flexibility for teacher/parent communication and safety notification to and from the classroom to the central office.
 - i. Mrs. Masset asked about progress on buying a bus, is there a price?
 - 1. Mr. Plotsky responded that at this time there is no price, we are still investigating the value of purchasing a bus.
 - 2. Mrs. Masset - Have we done a study for costs associated with a bus? Mrs. Masset said there used to be a bus at the school that was never utilized.
 - 3. Mrs. Spinapolice communicated the vehicle Mrs. Masset referred to was actually not a bus; we are now speaking of a full size bus to help eliminate some of the costs associated with bus routes.

X. SBA Report
No Report

XI. Correspondence

XII. Liaison Report
a. Non-voting Member Report
No Report

XIII. Public Session

Motion to open public comment at 8:57 pm

Motion Linda Spinapolice 2nd by Charles Teufert

All in Favor

None Opposed

Motion Carried

George Gelderman, 402 Deerfield, Mr. Gelderman questioned item F-6 & F-8 both are for legal counsel; is the special counsel just in case there is any conflict of interests? A-1 – Kindergarten eligibility at age 4 if 4 by August 31? A-2 and A-3 can you provide more information regarding the policies?

Mr. Capone addressed issue regarding 4-year old in Kindergarten, that is statute.

Motion to close public comment at 8:59 pm

Motion Emma Masset 2nd by Charles Teufert

All in Favor

None Opposed

Motion Carried

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the 2018-2019 Extended School Year registration for student # 7671899359 at the Limitless Program sponsored by Celebrate the Children in Denville NJ with tuition at \$5,535.00 and a Personal Aide at \$2,295.00 for a total of \$7,830.00 plus transportation.

Motion: 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 2018-2019 Agreement for Legal Services between Comegno Law Group, P.C. and the Montague Board of Education at the hourly rate of \$180.00 and reasonable and necessary disbursements including but not limited to mileage, postage, and photocopying associated with legal services billed at an hourly rate.

Motion: 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-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the payment of bills and transfers as necessary to close out the fiscal year for 2017-2018 school year.

Motion: 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-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the 2018-2019 contract for Special Counsel between Porzio, Bromberg & Newman, P.C. and the Montague Board of Education effective July 1, 2018 through June 30, 2019 at the hourly rate of: Senior Attorney - \$345.00, Associate Attorney - \$255.00, and Paralegal - \$145.00, including reasonable and necessary reimbursement for any and all costs and expenses incurred or advanced on behalf of the Board of Education.

Motion: 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

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the addition to Board Policy File Code 5111 regarding admission.

Kindergarten

Any child residing in the district may be admitted to kindergarten provided:

- A. The child will have attained the age of 4 years old on or before August 31 of that school year;

Motion: Charles Teufert

Second: Linda Spinaplice

Discussion: Mrs. Kurtzman asked about Statute requirements for 4-year olds attending Kindergarten. Mr. Capone explained the language differences of “shall” and “may” to Board members and that those specific words allow for enrollment flexibility. Mrs. Spinaplice questioned emotional and social development and readiness of 4-year olds. Mr. Capone reiterated this resolution allows flexibility for the Montague School as we bring back both regular and special education students to the new Preschool program. Mrs. Masset questioned the number of teachers currently employed and number of students in the new Preschool Program; Mr. Capone responded that until enrollment figures are final we will not know. Mr. Capone explained that both special education and regular education students will be in the program with special education students attending a full-day; additional staffing needs can be expected as students return to the Montague School District from out of district placements. Mrs. Spinaplice and Mrs. Kurtzman questioned the alignment of the current school policy to State Statutes; Mr. Capone confirmed this resolution needs to be passed in order for our policy to be in compliance with Statutes.

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X				3
NO						X	X	2
ABSTAIN					X			1
ABSENT		X						1

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Field Trip Policy File Code 6153-1

Motion: Charles Teufert

Second: Linda Spinaplice

Discussion: Mrs. Cole questioned the existence of a policy for self-administration of medication and EPI pens. Mrs. Cole asked who accompanies students on field trips that need medications. Mr. Capone responded that the nurse or a parent would accompany.

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

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Excursions Policy File Code 6153-2

Motion: Charles Teufert Second: Sally Kurtzman

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

A-4 BE IT RESOLVED, that the Montague Board of Education approve the Superintendent Evaluation.

Motion: Charles Teufert Second: Sally Kurtzman

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

A-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education affirm the HIB report 3-26-18

Motion: Glen Plotsky Second: Charles Teufert

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

A-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education accept the HIB report 5-3-18.

Motion: 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

A-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education accept the HIB report 5-7-18.

Motion: Charles Teufert Second: Linda Spinapolice

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-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve three or four administrators including the Chief School Administrator/Principal, Timothy Capone, Mark Romano, the School Business Administrator, Tina Palecek, and others if appropriate to attend the Title 1 training in New Providence New Jersey on June 13, 2018 at the Union Morris Jointure.

Motion: Charles Teufert

Second: Emma Masset

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

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following tenured certificated staff members for employment for the 2018-2019 school year:

EMPLOYEE NAME
ANTONUCCI, LYNNE J
BANGHART, TAFFY-LYNN
BARCZA, JENNIFER L
BATTIKHA, JENNIFER L
BELLINI, DENISE J
BLASDELL, STACEY A
COOLONG, LESLIE E
DOUGHERTY/BONN, DONNA
FERRIERE, CARL H
GOYETTE, KAREN J
HAMILTON, KIMBERLY
HARRINGTON, CORI A
JESKEY, LORI A
MARION, DAWN T
PAUCIELLO, VICTORIA A
RUNNE, BRENTEN J
TAYLOR, JODY J
VARACALLI, FRANCES D
VIGORITO, DEBRA
VISCO, MICHELLE
WALKER, PATRICIA
WILLEFORD, LINDA C
WILLIAMS, SHARON G
WRIGHT, NANCY E

Motion: Charles Teufert Second: Diane Cole

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 following non-tenured certificated staff members for employment for the 2018-2019 school year:

<i>EMPLOYEE NAME</i>
LANE, CLANCEY
MORONEY, LAURA

Motion: Charles Teufert Second: Diane Cole

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, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Paraprofessionals for employment for the 2018-2019 school year:

<i>EMPLOYEE NAME</i>
CARRENO, REYNA
EDWARDS, TRACY
FLETCHER, CHARLES
HART, KIM
LASTARZA, DANIELLE

Motion: Charles Teufert Second: Diane Cole

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 following Custodial staff for employment effective July 1, 2018 through June 30, 2019.

<i>EMPLOYEE NAME</i>
MORREALE, VITO
JESKEY, WILLIAM

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Facilities/Custodial Manager, Darrell Stewart, at an annual rate of \$62,000, effective 7/1/18 – 6/30/19.

Motion: Charles Teufert Second: Diane Cole

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 Administrative Assistant to the BA, Erkan Gumustekin, at an annual rate of \$60,000, effective 7/1/18 – 6/30/19.

Motion: Charles Teufert Second: Diane Cole

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

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Administrative Assistant to the BA/Nutrition Coordinator, Robin Jenkins, at an hourly rate of \$19.22, for a maximum of 40 hours per week, effective 9/1/18 – 6/30/19.

Motion: Charles Teufert Second: Diane Cole

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 Confidential District Office Secretary, Alvinna Mheiny, at an annual rate of \$40,000 effective 7/1/18 – 6/30/19.

Motion: Charles Teufert Second: Diane Cole

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

P-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Part-Time Supervisor of Curriculum and Instruction, Genene Meli, at a per diem rate of \$360, for a maximum of 60 days, effective 7/1/18 – 6/30/19.

Motion: Charles Teufert Second: Diane Cole

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

P-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Interim Supervisor of Special Education/LDTC/Guidance Counselor, Carol LaStarza, at a per diem rate of \$375, effective 7/1/18 – 6/30/19 to a maximum of 200 days.

Motion: Charles Teufert Second: Diane Cole

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

P-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve summer hours for Kelly Schoch at a rate of \$15.87 an hour, for a maximum of 40 hours per week.

Motion: Charles Teufert Second: Diane Cole

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

P-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education accept the resignation of Nicholas Rockle effective May 25, 2018.

Motion: Charles Teufert Second: Diane Cole

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

XIV Unfinished Business

- Underground Oil Tank
 - Mrs. Masset asked how soon we are going to work on the underground tanks. Mr. Capone responded that our current boilers are not efficient and the Board needs to consider a new system. Mr. Capone also added that converting to a propane system would increase efficiency by 20% per boiler. We are currently putting together a recommendation to present to the Board as soon as all the research has been completed.
- Asbestos Tile
- Roof
- Eye Screener
 - New nurse will review this item
- Auditory Screener
 - New nurse will review this item
- Front Main Entrance Safety Upgrade
 - Mr. Capone reported this item will be taken off of this list based on its completion.

- Budget Goals
 - Pre-K Program/Special Education
 - Transportation
 - Next meeting should have final numbers for this item
 - Facilities

XV New Business

Mr. Teufert questioned a report included in Member packets; Mr. Capone explained it was the Long Range Facilities Report completed by EI Associates.

There is a Title 1 Training on June 13, 2018 from 12:00pm to 2:15pm in New Providence, NJ to assist in completing the Plan. Mr. Capone, Mr. Romano, and Mrs. Palecek should attend at no cost except for transportation expenses associated. Resolution A-8

Mr. Plotsky reported there was an email regarding the NJSBA Workshop in 2018. He strongly urged BOE members to contact Mrs. Palecek to get signed up if anyone wants to go.

XVI Executive Session if necessary:

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

Motion to open Executive Session at 9:38 pm
Motion Charles Teufert 2nd by Linda Spinapolice
All in Favor
None Opposed
Motion Carried

Motion to close Executive Session at 10:07 pm
Motion Charles Teufert 2nd by Sally Kurtzman
All in Favor
None Opposed
Motion Carried

Motion to reopen Regular Meeting at 10:07 pm
Motion Charles Teufert 2nd by Linda Spinapolice
All in Favor
None Opposed
Motion Carried

XVII Adjournment

Motion Charles Teufert 2nd by Linda Spinapolice
All in Favor
None Opposed
Motion Carried
Time of Adjournment: 10:07 pm