

**Montague Board of Education Meeting
Regular Meeting Minutes
March 26, 2018
6:00 pm**

I. Call to Order

II. Roll Call

	Present	Absent
Glen Plotsky, President	X – Arrived Late	
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 6:01 pm

Motion Charles Teufert 2nd Gayle Andriac

All in Favor

None Opposed

Motion Carried

Motion to close Executive Session at 7:42 pm

Motion Emma Masset 2nd by Gayle Andriac

All in Favor

None Opposed

Motion Carried

Motion to reopen Regular Meeting at 7:43 pm

Motion Gayle Andriac 2nd Diane Cole

All in Favor

None Opposed

Motion Carried

VII. Approval of Minutes
a. February 6, 2018

Motion: Sally Kurtzman

Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

VIII. CSA Report

Presentation of Project Read by Mrs. Willeford and Ms. Blasdell from a Board approved conference they attended. Project Read is for students in Kindergarten – Grade 3.

Mr. Capone gave a report on his work with Federal Impact Aid. There is an increase in federal funding, but the formula to determine each LEA’s portion has not changed; currently we are only getting 8.5 cents on the dollar of what we should be receiving. There is a lobbying effort scheduled for April Washington DC. There will be another conference in Oklahoma City in June. There is a rural grant, SRSA Grant, we are entitled to receive. We will apply this year and may be able to recapture last year’s funding too.

IX. SBA Report

Mrs. Palecek informed the Board members that Montague School did not receive an increase in State Aid for next year; Montague is one of only three districts that did not receive additional aid in Sussex County, nor did Montague get back the money lost during the 2017-2018 school year. The 2018-2019 Budget includes health care increases of 13% and the possibility of needing another bus to High Point. The overall budget was presented with a tax levy needed for the 2018-2019 School Year of \$6,265,191 with a fund balance return to the tax payers \$212,695.00. Mrs. Palecek also discussed the concern for bus stop signs on River Road and Clove Road. The Sussex County DPW has conducted a review of sight distances for the stops in question; there is already a sign at one stop and the other does not require one; sight distance is sufficient according to Sussex County DPW. For the next school year, we will be checking signage with bus stops to ensure they align. This is not something that has been done in the past, but will ensure signs are appropriately placed increasing the safety of our students.

X. Correspondence

- a. Letter from Dr. Rosalie Lamonte, approving request for waiver from participating in the Special Education Medicaid-Initiative (SEMI) for the 2018-2019 School Year.

XI. Liaison Report

- a. **Non-voting Member Report**

XII. Public Session

Motion to open public comment at 8:34 pm

Motion Gayle Andriac 2nd by Emma Masset

All in Favor

None Opposed

Motion Carried

Jose G. Batres 315 Wagonwheel Road, introduced himself as a concerned parent upset that his child is being exposed to drugs in the bathrooms. He is also concerned that there is ongoing bullying in the school; his son has a benign tumor on his arm and is experiencing bullying due to his limited arm movement. His son has been experiencing bullying since the beginning of the school year. Mrs. Quiroz

has come to the school more than once to address the issue. Mr. Batres requested a meeting with Mr. Capone to address this issue as parents. Mr. Batres thinks this is a failure and gave official notice that this is not acceptable.

Amy Robert, Doremus Lane, Mrs. Roberts introduced herself as a parent of an out-of-district placement student. Mrs. Roberts expressed concern that she has not received her contractual payment for driving her child to school since December. She wanted to know why.

John Mannion, Chubby Lane. Mr. Manning expressed surprise that there is a reported issue of bullying because he has seen so many presentations at the Montague School to stop any bullying. Mr. Manning stated bullying should not exist. He also said, that the Board needs to go back to the Port Jervis issue; there are a lot of foreclosures and no new building we can't afford High Point. Sooner or later the town will be bankrupt. What is the total percentage of tax increase? Montague is not a high performing school; the state consistently puts Montague in the middle of the road. Why does he continue to hear Montague is a high performing school when the data does not support that?

Amy Quiroz, 315 Wagonwheel Road, concerned about some things that have been going on. She believes there should be some kind of fund to wand-down the students as they enter the school to prevent weapons getting into the school. She also wants drug screening enacted in the school; it is not that expensive. She also wants cameras in the classrooms to watch for bullying and also with teachers. She also wants Montague to buy its own buses with cameras where bullying is also occurring.

Dion Miceli Grade 7 Student, Shore Drive, addressed the Board to express concerns regarding recent incidents that happened on the bus. She communicated that she believes the female student involved should be expelled from the bus considering the most recent incident and other things this student does like throwing pencils, water bottles, and soda cans. She stated the bus driver only asked for the activity to stop, but Miss Miceli does not do anything and someone will get hurt. She also expressed concern that the younger students should not be exposed to some of the things this other female student verbalizes on the bus.

Mrs. Andriac asked if Miss Miceli if she had brought these issues to the administration; no she has not because she thought other students would.

Leon Quiroz, 315 Wagonwheel Road, addressed the Board of Education with the concerns regarding support for the Assistant Principal when faced with issues by concerned parents; where the Principal/Superintendent? Mr. Gregory is only one person.

Mr. Capone responded with an explanation of the chain-of-command for disciplinary issues; they all start with the Assistant Principal at Montague just as they do in the majority of schools. Mr. Quiroz asked Mr. Capone why he allows parents to remove their children from the school instead of stopping them.

George Gelderman, Deerfield Lane. What is the last day of school and how many snow days were used?

Dionne Saccento, Shore Drive, She wanted to reiterate what her daughter spoke about. The student who was discussed by her daughter – this student is a safety concern on the bus. About five parents have to drive their children all because of this one female student. Has Mr. Capone received every email?

John Mannion, Chubby Lane, Expressed his shock with what he was hearing. Maybe the buses must have cameras and monitors to address these issues. If the school does not know how can the school administration address issues? Are there drugs at Montague? He expressed his shock; he thanked the Board for doing the best they can.

Jennifer Caramucci, Oak Ridge Road, Wanted to thank the Board for approving the Lego Club. 61 students signed up originally with 51 students at the first meeting. The students have requested it be every day.

Dione Miceli, Shore Drive – She knows the names of every student who is doing drugs in the school and will give them to the administration.

Amy Curos, 315 Wagonwheel Road, told the Board members that she has discussed with Mr. Gregory several times that students not be allowed to go to the bathroom with others because they are vapping in the bathroom. She also added there is vapping in classrooms too that’s why there needs to be cameras in the classrooms. Need random drug testing is needed including nicotine testing as a deterrent. Her son was patted down and she was not notified until a meeting with Mr. Gregory.

Dionne Saccento, Shore Drive, why isn’t the nurse sending home notes when students are getting hurt during school; there may be a need for medical attention, but without notification how can a parent know? Also, when is Montague getting a new nurse who can get to emergencies quickly?

Jose Batres, 315 Wagonwheel Road, students are given Chrome books to excel their work, but they can use the Chrome books to talk to each other – how is this being monitored. He asked again to meet with administration.

Motion to close public comment at 8:59 pm

Motion Gayle Andriac 2nd by Charles Teufert

All in Favor

None Opposed

XIII. Action Items

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the tentative budget for the 2018-2019 School year with a projected tax levy of \$6,265,191.00.

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						X		1
ABSTAIN								
ABSENT								

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the March 20, 2018 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	#A:N0313-A23934	\$203,844.04
Lunch Program	#1676	\$7,937.55

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

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

September 2017
October 2017

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

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

September 2017
October 2017

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve changing our current in-house website to a hosted website by Zumu. This change will cost of \$150.00 each month and includes hosting the website, building the website, staff training, all back-ups, and managerial assistance to the website 24/7.

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

F-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve changing the current student information systems from on-course, mealtime, and one-call to RealTime. The cost of this transition will be approximately \$13,000.00.

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the transportation contract addendums between the Montague Board of Education and Stocker Bus Company for bus routes E3 and E7.

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the transportation contract addendums between the Montague Board of Education and First Student Bus Company for bus routes M-HP-1, 2, PJ-1, and 6.

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the contract between J&B Therapy dated February 15, 2017 through June 30, 2018 at the following rates:

Occupational, Physical, and/or Speech Therapy = \$91.00/hour
Educational Support Services = \$91.00/hour
Evaluation (with contractual note) = \$405.00/evaluation

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Board Secretary Reports:

November 2017
December 2017

Mr. Capone requested Mrs. Palecek explain what the Board Secretary and Treasurer Reports are to eliminate confusion and add clarification for the record.

Mrs. Palecek explained there is an outside individual hired as the Board Treasurer this person completes monthly Treasurer Reports verifying money is correctly applied toward expenditures and recorded correctly. A former employee, however, failed to complete the bank reconciliations in a timely manner creating a lapse in these reports being completed. As the work got further and further behind it created this backlog, this was noted in our annual audit and part of our corrective action plan. Additionally, when the Board Office began to correct this issue it discovered there are accounts that have been incorrectly managed. There is no loss of funds, but money was not accounted for correctly. Mrs. Palecek's office is reviewing every item in a forensic accounting style to ensure everything is done

correctly once and for all. This process, however, does necessitate additional time to ensure accuracy. All the numbers added up correctly, but they were not in the correct budgetary lines.

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Montague Board of Education Treasurer Reports:

November 2017
December 2017

Motion: Charles Teufert Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the application and permit for use of school facilities or grounds for the Montague Student Council's Activity Night on March 23, 2018 from 6:30 pm to 8:30 pm.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the application and permit for use of school facilities or grounds for the Montague Student Council's Grades 6, 7, and 8 Dance May 11, 2018 from 7:00 pm to 9:00 pm.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the 7th and 8th Grade Class Trip to Dorney Park in Allentown Pennsylvania on June 8, 2018 with a rain date of June 11, 2018. Approval includes transportation and admission tickets.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize Superintendent Timothy Capone to attend the NAFIS conference in Washington D.C. on April 18-19, 2018 including mileage and lodging.

Motion: Diane Cole

Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

A-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve that make-up snow days be added to the end of the initial school calendar in June.

Motion: Diane Cole

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Professional Development application for Shannon Meinke on April 18, 2018 in Newburgh New York. Approval includes mileage reimbursement and cost of course.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the employment of Nicholas Rockle as a custodian effective on or about April 16, 2018 at an hourly rate of \$15.52.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the appointment of Karen Goyette as the Supervisor of the Engineering Club for the 2017-2018 School Year.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the appointment of Christopher Gregory as the Track Coach for the 2017-2018 School Year.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve hiring a new paraprofessional for the 2017-2018 School Year effective April 12, 2018.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the job descriptions for Confidential District Office Secretary and Main Office Secretary.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X	X	X	X	X	X	X	7
NO								
ABSTAIN								
ABSENT								

P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Donna Pinzone’s transfer to Central Office Secretary effective March 27, 2018.

Motion: Charles Teufert

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	7
NO								
ABSTAIN		X						
ABSENT								

XV Unfinished Business

- Underground Oil Tank
- Asbestos Tile
- Roof
- Eye Screener
- Auditory Screener
- Front Main Entrance Safety Upgrade
- Budget Goals
 - Pre-K Program/Special Education
 - Transportation
 - Facilities
 - Professional Development – Delayed Openings

XVI New Business

*Mrs. Cole asked about bus safety and reporting practices. She expressed a need for extra steps for safety.

*Mrs. Andriac asked about the additional safety locks for the front doors. We are currently getting quotes.

*Mr. Plotsky notified those in attendance that there will be no meeting on April 3, 2018.

XVIII Adjournment

Motion Gayle Andriac 2nd Emma Masset

All in Favor

None Oppose

Motion Carried