

**Montague Board of Education Meeting
Regular Meeting Minutes
June 18, 2019**

Mr. Plotsky called the meeting to order at 6:02 PM.

Roll Call

	Present	Absent
Gayle Andriac		X
Jennifer Caramucci	X	
Diane Cole	X	
Sally Kurtzman	7:15 PM	
Glen Plotsky, President	X	
Linda Spinapolice, Vice President	X	
Charles Teufert	X	

Others Present:

Timothy Capone - Chief School Administrator
George Hagl – Interim Business Administrator/Board Secretary

Flag Salute

Mr. Plotsky led those present in a salute to our flag.

Mr. Plotsky read the following mission statement and notice of this meeting:

The mission of the Montague School District is to provide the best educational experience and opportunities resources allow, in order to realize the potential of every child.

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.

Executive Session

Mr. Teufert moved, seconded by Mrs. Spinapolice, 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.

Voice vote: All were in favor

The closed Executive Session commenced at 6:04 PM.

Mrs. Caramucci moved, seconded by Mr. Teufert that the Board close Executive Session at 7:55 PM.

Voice vote: All were in favor

Mrs. Caramucci moved, seconded by Mr. Teufert that the Board close Executive Session at 7:56 PM.

Voice vote: All were in favor

CSA Report

Mr. Capone discussed the following topics:

- Montague's receipt of the PEAA Grant
- Thanked Mrs. Wright for coordinating Field Day and Mrs. Taylor for coordinating the concert.
- Awards Presentation and Graduation to be held on June 24, 2019 at 7:00 PM.
- Miss information disseminated during public discussion at the last Board of Education meeting.

SBA Report

- Mr. Hagl thanked Mr. Capone and the Board of Education for the opportunity to work at the Montague Board of Education and wished Montague all the best in the future.

Correspondence

None

Approval of Minutes

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the minutes of June 4, 2019.

Moved by: Mrs. Caramucci

Seconded by: Mrs. Kurtzman

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES		X		X		X	X	4
NO								0
ABSTAIN					X			1
ABSENT	X		X					2

Public Session

Public comment is invited on all matters pertaining to the school district. All participants shall be permitted three (3) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate.

Board meetings are a meeting of the Board conducted in public, NOT a meeting of the public conducted in the presence of the Board.

The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the BOE does not endorse your comments nor will the BOE be held liable for comments you make about a staff member, or other person, which the staff member, or other person, may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

Mrs. Caramucci moved, seconded by Mr. Teufert to open public comment at 8:01 PM.
Voice vote: All were in favor

Mr. Arthur Henn discussed three student who received more than \$50,000 in scholarships. Additionally, Mr. Henn suggested the Board table the addendum motions presented this evening after Executive Session to allow for further Board consideration.

Krista Mikulski stated Mr. Capone has always spoken to her. She stated all this negative publicity is not good for the school.

John Mannion question the board whether the Board investigated the reason for Mr. Nittolo's from Green Township School. He also questioned why Mr. Nittolo would accept a 33% salary reduction from his \$158,000 salary at Green Township.

Kim Hart stated she has been a resident of Montague for 23 years and a proud employee of the Montague School Districts for 18 years. She is proud of our school.

John Mannion questioned the Supervisor of Special Education hiring and whether this is a liability to our school district. He requested an investigation.

Hearing no further public comments, Mrs. Caramucci moved, seconded by Mr. Teufert to close public comment at 8:10 PM.

Voice vote: All were in favor

Action Items

Mrs. Spinapolice requested the Board block vote motions F-1 thru F-14.

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the June 5, 2019 thru June 18, 2019 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	A:24932-A:24979	\$ 549,043.50
Lunch Program	A:N0607-A:N0614 N1707-N1710	\$ 5,774.90

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the attached list of line item transfers effective May 2019.

F-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Board Secretary's Report (A-148) for the month of May 2019.

F-4 BE IT RESOLVED, at the recommended of the Superintendent of School that the Montague Board of Education certify that for a period from July 1, 2018 through May 31, 2019 after a review of the Secretary’s Monthly (A-148) report appropriations section, and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(a), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Treasurer of School Monies Report (A-149) for the month of May 2019.

F-6 BE IT RESOLVED, at the recommendation of the Superintendent of School that the Montague Board of Education certify for the period from July 1, 2018 through May 31, 2019, after review of the Treasurer’s Monthly report (A-149), and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over-expended in accordance with N.J.A.C. 6A:23.2.11(b), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the attached list of out-of-district regular & special education placements as of June 18, 2019.

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education rescind its motion of June 4, 2019 as follows:

F-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the purchase of the following items under **STATE CONTRACT NO.: WN23AGW.**

Quantity	Description	Unit Price	Total
3	Dell Compact USB-C Charging Cart	\$1,543.18	\$4,629.54
45	Dell Chrome 5190 – Touch Screen	\$250.01	\$11,250.45
45	Google Chrome OS Management Console License, Education	\$25.27	\$1,137.15

	TOTAL		\$17,017.14
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Note: ESEA- Title I shall fund this purchase in the amount of \$16,639.18

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the purchase of the following items under **STATE CONTRACT NO.: WN23AGW.**

Quantity	Description	Unit Price	Total
3	Dell Compact USB-C Charging Cart	\$1,737.77	\$5,213.31
45	Dell Chrome 5190 – Touch Screen	\$250.01	\$11,250.45
45	Google Chrome OS Management Console License, Education	\$25.27	\$1,137.15
	TOTAL		\$17,600.91

Note: ESEA- Title I shall fund this purchase in the amount of \$16,639.18

F-10 BE IT RESOLVED, It is recommended by the Superintendent of Schools that the Board of Education approve the following resolution:

WHEREAS, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Montague Board of Education wishes to deposit anticipated current year surplus into a **Capital Reserve** account at year end, and

WHEREAS, the Montague Board of Education has determined that up to \$350,000 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Montague Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Denise L. Autotte, MD to provide medical services in accordance with the 2019 / 2020 fiscal year Medical Service Contract in the amount of \$2,500.

Notice of Contract Award

The Board of Education of the Township of Montague in the County of Sussex, New Jersey (the “Board”) has awarded a Contract for professional services pursuant to N.J.S.A. 18A:18A-5. The Board retained Denise L Autotte, MD to provide specialized medical services in accordance with the 2019 /2020 fiscal year Medical Services Contract. The contract will be on file with the Board Secretary. This Contract will be in effect from July 1, 2019 through June 30, 2020 at an annual rate of \$2,500.

This Contract and the Resolution authorizing it are available for public inspection in the offices of the Board Secretary.

F-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve an Agreement to provide Professional Services in accordance with the 2019 / 2020 fiscal year agreement at the following rates:

Service	Rate
Occupational, and/or Speech Therapy	\$93.00/hour
Physical Therapy	\$93.00/hour
Educational Support Services (LDTC)	\$93.00/hour
Psychologist Services	\$93.00/hour
Evaluations*	\$405.00/evaluation
Behavioral Support Services as provided by BCBA/Behavioral Supervisor (3 hours/week minimum)	\$93.00/hour
Behavioral Plans & Functional Behavior Assessments#	\$93.00/hour
Behavioral Support Services as provided by a Behaviorist	\$93.00/hour
Reading Specialist	\$82.50/hour
Home Instruction	\$65.00/hour
Social Work Services	\$82.50/hour
*ABA Paraprofessional Services	\$35.00/hour
*Paraprofessional Services	\$28.00/hour
Teacher of the Deaf Services	\$135.00/hour
Administrative Fee 1%	

*Includes, but is not limited to, evaluations for Occupational Therapy, Physical Therapy, Speech Therapy, Educational Assessments, and Psychological Evaluations. Each evaluation includes but is not limited to: student record review, staff/teacher interview and consultation, parent interview, student observation, direct administration of assessments, therapist observation, completed report (with goals and objectives, as applicable). This charge is applicable regardless of whether the professional has regularly scheduled time for other student contact. #Behavioral Plans are not to exceed ten (10) hours per plan; Functional Behavior Assessments are not to exceed eighteen (18) hours per assessment

Notice of Contract Award

The Board of Education of the Township of Montague in the County of Sussex, New Jersey (the “Board”) has awarded an Agreement to Provide Professional Services pursuant to N.J.S.A. 18A:18A-5. The Board retained the J and B Therapy, LLC to provide professional services in accordance with the 2019 /2020 fiscal year agreement. The amount charged for these services shall be determined in accordance with the agreement on file with the Board Secretary. This Contract will be in effect until either party gives written notice to the other of termination in accordance with the Agreement or until.

This Contract and the Resolution authorizing it are available for public inspection in the offices of the Board Secretary.

F-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve an Agreement for Legal Services – Solicitor with Comegno Law Group, P.C. in accordance with the 2019 / 2020 fiscal year Agreement at an hourly rate of \$180.00 per hour.

Notice of Contract Award

The Board of Education of the Township of Montague in the County of Sussex, New Jersey (the “Board”) has awarded an Agreement for Legal Services – Solicitor with Comegno Law Group, P.C. pursuant to N.J.S.A. 18A:18A-5. The Board retained the Comegno Law Group, P.C. to provide legal services in accordance with the 2019 /2020 fiscal year Agreement for Legal Services - Solicitor. The amount charged for these services shall be \$180.00 per hour in accordance with the agreement on file with the Board Secretary. This Agreement will be in effect from July 1, 2019 through June 30, 2020.

This Contract and the Resolution authorizing it are available for public inspection in the offices of the Board Secretary.

F-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve a quote obtained by OneDigital Health and Benefits for our districts employee dental coverage underwritten by Delta Dental in accordance with the following one-year renewal rates:

Coverage Type	Current Year	One Year Renewal
Employee	\$41.67	\$40.61
Employee + One	\$80.66	\$78.63
Family	\$136.95	\$133.54

Notice of Contract Award

The Board of Education of the Township of Montague in the County of Sussex, New Jersey (the “Board”) has accepted proposal obtained by OneDigital Health and Benefits for our districts employee dental coverage underwritten by Delta Dental. pursuant to N.J.S.A. 18A:18A-5. The agreement is on file with the Board Secretary. This Agreement will be in effect from July 1, 2019 through June 30, 2020.

This Contract and the Resolution authorizing it are available for public inspection in the offices of the Board Secretary.

Moved by: Mr. Teufert

Seconded by: Mrs. Caramucci

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES		X	X	X		X	X	5
NO								0
ABSTAIN			F-12 Only					0
ABSENT	X				X			2

Mrs. Spinapolice requested the Board block vote motions A-1 thru A-9 and motion J.

A-1 BE IT RESOLVED, That the Board appoints Erkan Gumustekin Business Administrator, whose term of office shall coincide with the life of the Board.

A-2 BE IT RESOLVED, That the Board appoints Kelly Schoch as Board Secretary, whose term of office shall coincide with the life of the Board.

A-3 BE IT RESOLVED, That the Board appoints School Business Administrator, Erkan Gumustekin, to be designated as the Investment Officer of Records whose term of office shall coincide with the life of the Board.

A-4 BE IT RESOLVED, That the Board appoints Sally Kurtzman as alternate Acting Board Secretary, in the absence of the Board Secretary, for emergency purposes, whose terms of office shall coincide with the life of the Board.

A-5 BE IT RESOLVED, That the Board appoints Erkan Gumustekin to be designated as the district’s Right to Know Officer, whose term of office shall coincide with the life of the Board.

A-6 BE IT RESOLVED, That the Board appoints Erkan Gumustekin to be designated as the district's Purchasing Agent, whose term of office shall coincide with the life of the Board.

A-7 BE IT RESOLVED, That the Board appoints Darrell Stewart to be designated as the district's Integrated Pest Management Coordinator, whose term of office shall coincide with the life of the Board.

A-8 BE IT RESOLVED, That the Board appoints Kelly Shoch to be designated as the district's Custodian of Records (as required under the Open Public Records Act), whose term of office shall coincide with the life of the Board.

J. 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, Acting Board Secretary, and the Treasurer of School Monies shall be required on checks issued in payment of bills; and

BE IT FURTHER RESOLVED that the signature of the Board President and the Treasurer of School Monies and the original signature of the Acting Board Secretary or Chief School Administrator shall be required on Bill Lists; 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.

BANK DEPOSITORIES

ACCOUNT	SIGNATORIES	BANK
General Fund	Glen Plotsky, Board President Erkan Gumustekin, Business Administrator Michelle LaStarza, Treasurer of School Monies	Sussex Bank
Capital Reserve Acct.	Glen Plotsky, Board President Erkan Gumustekin, Business Administrator Michelle LaStarza, Treasurer of School Monies	Sussex Bank
Trust & Payroll Agency	Michelle LaStarza, Treasurer of School Monies	Sussex Bank

Erkan Gumustekin, Business Administrator
Alvinna Mheiny, Ass't to the Business Administrator

Payroll Account **Michelle LaStarza, Treasurer of School Monies Sussex Bank**
Erkan Gumustekin, Bus. Adm.
Alvinna Mheiny, Ass't to the Business Administrator

Unemployment **Erkan Gumustekin, Bus. Adm., Sussex Bank**
Alvinna Mheiny, Ass't to the Business Administrator

Summer Savings **Michelle LaStarza, Treasurer of School Monies Sussex Bank**
Erkan Gumustekin, Business Administrator
Alvinna Mheiny, Ass't to the Business Administrator

Student Council **Michelle LaStarza, Treasurer of School Monies Sussex Bank**
Erkan Gumustekin, Business Administrator
Alvinna Mheiny, Ass't to the Business Administrator

School Lunch Program **Michelle LaStarza, Treasurer of School Monies Sussex Bank**
Erkan Gumustekin, Business Administrator
Alvinna Mheiny, Ass't to the Business Administrator

Flexible Spending **Michelle LaStarza, Treasurer of School Monies Sussex Bank**
Erkan Gumustekin, Business Administrator

Dureler Fund **Michelle LaStarza, Treasurer of School Monies Sussex Bank**
Erkan Gumustekin, Business Administrator

N.J. Cash Management **Michelle LaStarza, Treasurer of School Monies**
Erkan Gumustekin, Business Administrator
Alvinna Mheiny, Ass't to the Business Administrator

A-9 BE IT RESOLVED, That President Glen Plotsky (or in his/her absence) Linda Spinapolice, Vice-President together with Timothy C. Capone, Superintendent and School Business Administrator Erkan Gumustekin be authorized to sign the payroll summary sheets prepared semi-monthly.

Moved: Mrs. Caramucci

Seconded: Mr. Teufert

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES		X		X		X	X	4
NO								0
ABSTAIN			X					1
ABSENT	X				X			2

Mrs. Spinapolice requested requested the Board block vote motions P-1 thru P-22

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Rebecca Dann as an Extended School Year Teacher for the 2019/2020 school year.

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Chandler Howard as an Extended School Year Teacher for the 2019/2020 school year.

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Linda Willeford as an Extended School Year Teacher for the 2019/2020 school year.

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Kim Hart as an Extended School Year Paraprofessional for the 2019/2020 school year.

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Rachel Van Gorden as an Extended School Year Paraprofessional for the 2019/2020 school year.

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Melissa Neamand as an Art Teacher/K-6 Teacher for the 2019/2020 school year at a rate of \$57,501.

P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Erkan Gumustekin as School Business Administrator effective July 1, 2019 through June 30, 2020 at an annual rate of \$80,000.

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Alvinna Mheiny as the Confidential Assistant to the Business Administrator effective July 1, 2019 through June 30, 2020 at an annual rate of \$47,000.

P-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Mark Romano as the IT Specialist/Project Manager effective July 1, 2019 through June 30, 2020 at an annual rate of \$78,000.

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Paola Marino as the Supervisor of Title I/Testing Coordinator effective July 1, 2019 through June 30, 2020 at an annual rate of \$65,000.

P-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Darrell Stewart as the Transportation/Facilities/Custodial Manager effective July 1, 2019 through June 30, 2020 at an annual rate of \$71,000.

P-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Kelly Schoch as the Confidential District Office Secretary/Board Secretary effective July 1, 2019 through June 30, 2020 at an annual rate of \$42,000.

P-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Aldijana Reckovic as the Food Services Coordinator/Confidential Main Office Secretary effective July 1, 2019 through June 30, 2020 at an hourly rate of \$15.00 an hour.

P-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Genene Meli as the Part-time Supervisor of Curriculum and Instruction at a daily rate of \$370 for a maximum of 60 days effective July 1, 2019 through June 30, 2020.

P-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Penny Snook as a Bus Driver/Custodian for the 2019/2020 school year at a rate of \$18.32 (STEP F).

P-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Jessie Vaughan as a Bus Driver/Custodian for the 2019/2020 school year at a rate of \$17.58.

P-17 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education replace the following motion of April 16, 2019:

“P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Aimee Castellana, English Language Arts Teacher, effective 2019/2020 school year at a rate of \$73,501.”

TO BE REPLACED BY:

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Aimee Castellana, English Language Arts Teacher, effective 2019/2020 school year at a rate of \$72,921 (BA15 Step M).

P-18 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Penny Snook as a 2019 Temporary Summer Laborer.

P-19 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Jessie Vaughan as a 2019 Temporary Summer Laborer.

P-20 BE IT RESOLVED, that the Montague Board of Education approve the evaluation of the Superintendent for the 2018-2019 school year.

P-21 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Danielle LaStarza for 25 days per diem during the 2019 summer as the School Counselor/Social Worker.

P-22 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Paola Marino for 20 days per diem during the 2019 summer as the Supervisor of Title I/Testing Coordinator.

Moved: Mrs. Caramucci

Seconded: Mr. Teufert

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolicc	Teufert	Total
YES		X		X		X	X	4
NO								0
ABSTAIN			X					1
ABSENT	X				X			2

Mrs. Cole suggested the Board reinstitute committees.

Unfinished Business

New Business

Mrs. Spinapolice thanked Mr. Hagl for his service to the school district.

Mrs. Spinapolice requested Mr. Capone invite the PTA to the next Board meeting.

Mrs. Caramucci, as PTA President thanked Mr. Capone and parents for bringing programs to our school district.

Adjournment

Mrs. Caramucci moved, seconded by Mr. Teufert that the Board adjourns its meeting at 8:18 PM.

Respectfully submitted,

George Hagl
Interim Business Administrator / Board Secretary