

**Montague Board of Education Meeting
Regular Meeting Minutes
March 21, 2019**

Mr. Plotsky called the meeting to order at 6:05 PM.

Roll Call

	Present	Absent
Gayle Andriac	X	
Jennifer Caramucci	X	
Diane Cole	X	
Sally Kurtzman	X	
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 announcement 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.

Announcement of Executive Session

Mrs. Andriac moved, seconded by Mrs. Caramucci, 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 6:06 PM.

Mrs. Spinapolice moved, seconded by Mrs. Kurtzman that the Board close Executive Session at 7:10 PM.

Voice vote: All were in favor

Mrs. Caramucci moved, seconded by Mrs. Andriac that the Board reopen its Regular Meeting at 7:10 PM.

Voice vote: All were in favor

CSA Report

Mr. Capone introduced Michael Rydell, Superintendent of Port Jervis, who discussed the Port Jervis Board of Education resolution of March 19, 2019 approving Montague resident students in grades 9 – 12 to attend Port Jervis High School commencing in the 2020-2021 school year.

At the request of the Board, Mr. Romano conducted a presentation of “Board Doc’s”, an electronic paperless Board packet software. The annual cost of this program is \$2,700, and a one-time implementation fee of \$1,000.

A Power Point Presentation on the selection of math textbooks was conducted.

Mr. Capone discussed the following items:

- The school calendar for the 2019/2020 school year reflects the incorporation of a Trimester
- Port Jervis to provide a School Choice to our high school students
- The April 5th deadline to submit presentations to NJSBA for the fall conversion. Montague will submit to show case our programs at this conversion.
- Presently, Impact Aid has not been included in the federal budget. Lobbying efforts are ongoing to reinstitute Impact Aid.
- Mr. Plotsky will submit a report regarding Impact Aide to the Board at a future meeting.

SBA Report

Mr. Hagl reviewed the distributed Fiscal Year 2019-2020 Budget Highlights, which were distributed to the Board prior to the meeting.

Mr. Capone stated this preliminary budget will be revised for programming, construction and strategic planning.

Correspondence

None

Approval of Minutes

None

Public Session

Mrs. Andriac moved, seconded by Mrs. Caramucci to open public comment at 8:31 PM.

Voice vote: All were in favor

Mr. Arthur Henn thanked Mr. Capone for his efforts regarding Port Jervis.

Mr. John Mannion suggested expanding the sending relationship with Port Jervis to include grades 6 & 7.

Mayor Innella stated he appreciates all the time and efforts the Board and Mr. Capone put into our school district. Additionally, he stated the townships preliminary budget reflects a .06% tax increase which results in a \$4 per average assessed home. This is after a net loss of 1 million dollars in assessed valuations resulting from lost tax appeals.

Mrs. Kathy Ganska discussed the PTA funding recess equipment in the amount of \$399.05.

Mrs. Andriac moved, seconded by Mrs. Spinapolice to close public comment at 8:42 PM

Voice vote: All were in favor

Action Items

Mrs. Cole moved, seconded by Mrs. Kurtzman to block vote the following motions:

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the first reading of the Use of Physical Restraint Policy.

5142.2 - Physical Restraint Policy
5142.2 – Physical Restraint Regulation

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the adoption of Handle with Care as the method of physical restraint when deemed necessary.

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education appoint Erkan Gumustekin, Assistant Business Administrator as the Entity Administrator for SAM registration purposes.

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the 2019-2020 school year calendar.

A-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education adopt the Math Curriculum.

A-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education gratefully accept the PTA donation in the amount of \$399.05.

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES	X	X	X	X	X	X		6
NO								0
ABSTAIN								0
ABSENT							X	1

Mrs. Andriac moved, seconded by Mrs. Caramucci that the Board block vote the following motions:

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the March 6, 2019 thru March 21, 2019 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	#A:N0306-N0315 A:24750-A:24776	\$ 326,900.30
Lunch Program	1696-1697	\$ 219.93

F-2 BE IT RESOLVED, that the Montague Board of Education approve the submission of the 2019/2020 fiscal year school budget to the Sussex County Executive Superintendent of Schools for approval as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 9,224,503	\$ 6,386,021
Total Special Revenue Fund	\$ 218,980	\$ -0-
Total Debt Service Fund	\$ -0-	\$ -0-
Totals	\$ 9,448,483	\$ 6,386,021

BE IT RESOLVED, that Montague Board of Education authorize the utilization of Unassigned Fund Balance as of June 30, 2018, in the amount of \$346,973 to the 2019/2020 fiscal year budget, and

BE IT ADDITIONALLY RESOLVED, that Montague Board of Education confirms the establishment of its 2019/2020 public budget hearing on Tuesday, May 7, 2019. The annual public budget hearing shall be conducted in the Montague School Multi-Purpose Room, 475 Route 206, Montague, New Jersey, commencing at 6:00 PM.

BE IT FURTHER RESOLVED that the Montague Board of Education authorize advertising said public budget hearing in the New Jersey Herald, in accordance with the form suggested by the State Department of Education and according to law.

F-3 WHEREAS, the Montague Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Montague Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Montague Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$46,897 for all staff and board members.

F-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the attached list of line item transfers through January 31, 2019.

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES	X	X	X	X	X	X		6
NO								0
ABSTAIN								0
ABSENT							X	1

Mrs. Andriac moved, seconded by Mrs. Caramucci that the Board block vote the following motions:

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Victoria Razumov as a substitute teacher pending the receipt of required documentation.

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the posting of the following positions for the 2019-2020 school year:

1. Speech
2. Reading
3. Learning Disabilities Teacher Consultant

4. Mathematics
5. English/Language Arts
6. Science
7. Social Studies
8. Special Education
9. Supervisor of Student Activities
10. Supervisor of Special Education

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the posting of temporary summer laborer for the period running from on or about July 1, 2019 to on or about August 29, 2019.

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES	X	X	X	X	X	X		6
NO								0
ABSTAIN								0
ABSENT							X	1

Unfinished Business

Mr. Capone discussed the following items:

- The development of a strategic plan
- Field trips

New Business

Mr. Plotsky discussed contacting Kathy Helewa, NJSBA Field Service Representative regarding our district presenting at the Fall AC Convention and the upcoming Impact Aid Conference in South Dakota.

Mrs. Cole discussed senior citizen program.

A-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education authorize submission to allow Mr. Capone to present at the NJSBA Convention.

Moved: Mr. Plotsky

Seconded: Mrs. Andraic

Roll Call	Andriac	Caramucci	Cole	Kurtzman	Plotsky	Spinapolice	Teufert	Total
YES	X	X	X	X	X	X		6
NO								0
ABSTAIN								0
ABSENT							X	1

A-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education cancel its scheduled meeting of April 2, 2019.

Voice vote: All were in favor

Adjournment

Mrs. Cole moved, seconded by Mrs. Andriac that the Board adjourns its meeting at 9:17 PM.

Voice vote: All were in favor

Respectfully submitted,

George Hagl
Interim Business Administrator / Board Secretary