

**Montague Township Board of Education Meeting
Regular Meeting Minutes
March 16, 2020
6:00 pm**

I. Call to Order

II. Roll Call

	Present	Absent
Dale Bouma	X	
Paul Brislin	X	
Jennifer Caramucci	X	
Danielle Christmann	X	
Billy Underwood		X
Charles Teufert, Vice President	X	
Glen Plotsky, President	X	

Others Present:

Timothy Capone - Chief School Administrator

III. Flag Salute

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

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 Sunday New Jersey Herald.

VI. Announcement of Executive Session

VII. BE IT RESOLVED, that the Montague Township 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 6:01pm
Motion Jennifer Caramucci, 2nd Charles Teufert
All in Favor

Motion to close Executive Session at 7:02pm
Motion Jennifer Caramucci 2nd Paul Brislin
All in Favor

Motion to reopen Regular Meeting at 7:02pm

VIII. CSA Report

- None

IX. SBA Report

- Montague Township Business Administrator Erkan Gumustekin presented the 2020/2021 fiscal year Montague Township Preliminary Budget.

X. Correspondence

- None

XI. Approval of Minutes

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the minutes of the February 24 board meeting.

Moved: Charles Teufert

Seconded: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	7
NO								
ABSTAIN								
ABSENT					X			

XII. Public Session – Agenda Items

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.

Motion to open public comment at 7:22PM

Motion Jennifer Caramucci 2nd Charles Teufert

All in Favor

John Mannion- Questioned the salary of tenured teachers and new hire teachers.

Krista Mikulski- Recommends the board to provide specifics on the budget prior to the board meeting. Questioned amount given for each staff member for training.

Barbara Holstein- Recommend notifying the public when the budget presentation takes place.

Motion to close public comment at 7:31PM

Motion Jennifer Caramucci 2nd Paul Brislin

All in Favor

XIII. Action Items

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following Workshop Attendance:

Workshop	Attendee	Date	Location	Cost
Nonviolent Crisis Intervention Training Program	Kelly Edsall	May 18-21, 2020	Doubletree Hotel Pittsburgh, PA	\$3450 Registration Plus: M&IE, Mileage and Tolls in accordance with Guidelines
Sussex County Regional Transportation Cooperative Annual Meeting	Erkan Gumustekin Alvinna Mheiny Maria Costa	April 7, 2020	Northwood Engine Company #2 Hopatcong, NJ	Free registration Plus: Mileage and Tolls in accordance with Guidelines

Moved: Charles Teufert

Seconded: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following Field Trips

Moved: Charles Teufert

Seconded: Dale Bouma

Field Trip	Date	Attendees	Location	Cost
Growing Stage Theater I Grade 2	May 7, 2020	25 Students 2 Adults	Growing Stage Theater	\$300.00 transportation
Growing Stage Theater I Grade I	May 12, 2020	34 Students 3 Adults	Growing Stage Theater	\$408.00 Plus

Moved: Charles Teufert

Seconded: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the donation from Follett Educational Foundation in the amount of \$212.40.

Moved: Charles Teufert

Seconded: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve Business Administrator, Erkan Gumustekin to attend NJASBO Annual Conference in Atlantic City on June 3-5, 2020. Travel expenditures include registration of \$275, transportation, lodging, and expenses in accordance with OVIB guidelines.

Moved: Charles Teufert

Seconded: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

A-5 BE IT RESOLVED, that the Montague Township Board of Education approve Chief Administrator, Timothy Capone to attend NJASA Annual Conference in Atlantic City on May 13 — 15, 2020. Travel expenditures include registration of \$575, transportation, lodging, and expenses in accordance with OMB guidelines.

Moved: Charles Teufert

Seconded: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

XIV. Financial Items

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve February 25, 2020 thru March 16, 2020 - Bill List attached and listed below:

Regular Bill List	Check Numbers #A:N0228-N0313 A:25498-A:25540	Amount \$643,438.40
Lunch Program	F: N1721	\$5,000.00
Regular Bill List	Check Numbers #A: N0329-0407 A:25541 - A:25571	Amount \$506,369.29

Moved: Dale Bouma

Seconded: Charles Teufert

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

- Paul Brislin suggested discussion for F2:
- Mr. Plotsky noted that the F2 budget was emailed with the Board Packet prior to the board meeting.
- Mr. Capone stated this meeting was to approve the preliminary budget. This is the beginning of the process not the end of the process. The preliminary budget is due to the County office by Friday, April 20th.
 - The Board's options are: not approving the budget tonight, change numbers tonight, but if we do not submit anything to the county office then we are not compliant.
- Paul Brislin stated that we are being presented a preliminary budget to vote on.

- Mr Brislin asked as to when will we discuss line by line in regards to the budget?
- Mr. Capone stated that we can go line by line and the question is: “What would it be you would want to cut?”
- Mr. Bouma questioned if F3 was part of the contract?
- Mrs. Christmann, requested more information on F3.
- Mr. Capone stated that there is a requirement to have a number on the budget.
 - It does not mean that the full allotted amount will be spent. Each request for training/ workshop has to be approved by the Board.

F-2 BE IT RESOLVED, that the Montague Board of Education approve the submission of the 2020/2021 fiscal year school budget to the Sussex County Executive Superintendent of Schools for approval as follows:

<u>EXPENDITURES</u>		<u>REVENUE</u>	
General Current Expense	\$ 9,344,397.00	<u>General Fund</u>	
Capital Outlay	\$ 505,000.00	Excess Surplus	\$ 133,517.00
Special Revenue	\$ 1,034,163.00	Local Tax Levy	\$ 6,997,120.00
Fund		Capital Reserve	\$ -425,000.00
Repayment of Debt		Capital Reserve Int.	\$ 300.00
Total Expenditures	<u>\$ 10,883,560.00</u>	State Aid	\$ -2,293,460.00
		SEMI	\$ -
		Total General Fund:	<u>\$ 9,849,397.00</u>
		<u>Special Revenue Fund</u>	\$ 1,034,163.00
		Federal & State Aid	\$ -
		Total Revenue	<u>\$ 10,883,560.00</u>

BE IT ADDITIONALLY RESOLVED, that Montague Board of Education confirms the establishment of its 2020/2021 public budget hearing on Monday, April 27, 2020. 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 authorizes 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.

Moved: Dale Bouma

Seconded: Charles Teufert

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES			X			X	X	3
NO	X	X		X				3
ABSTAIN								

ABSENT					X			1
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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 \$ 1,500.00 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 1,2020 through June 30,2021); 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 \$ 47,835.00 for all staff and board members.

Moved: Dale Bouma

Seconded: Charles Teufert

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES			X			X	X	3
NO		X						1
ABSTAIN	X			X				2
ABSENT					X			1

F-4 **BE IT RESOLVED**, at the recommendation of the Superintendent, that the Montague Board of Education approve the following scholarship awards in the amount of \$50.00 each:

- Dureler Scholarship for Math Award
- Dureler Scholarship for Science Award
- Merusi Youngman Scholarship for Physical Education

Moved: Dale Bouma

Seconded: Charles Teufert

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve Meghan Putera, as a Paraprofessional, at Step A (\$22,089.20) prorated for the remainder of the 2019-2020 school year, effective on or about March 30, 2020.

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES		X	X	X		X	X	5
NO								
ABSTAIN	X							1
ABSENT					X			1

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the settlement agreement with employee #4750030.

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								
ABSTAIN								
ABSENT					X			1

A-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approves the HIB Report for the period of February 24, 2020 through March 16, 2020.

Moved: Charles Teufert

Seconded: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X	X	X		X	X	6
NO								

ABSTAIN								
ABSENT					X			1

XII. Public Session

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Motion to open public comment at 7:22PM

Motion Jennifer Caramucci 2nd Charles Teufert
All in Favor

John Mannion- Does not trust Mr. Capone with the budget.

Krista Mikusli- Questioned the cost of the police officer at the meeting. Referenced document about student safety. Requests data about High Point and Port Jervis. Will like the board to review why Montague does not have a seat at the board.

Barbara Holstein- Thanked the board for being prudent with questions.

John Mannion- Questioned why there is an increase in taxes.

Motion to close public comment at 8:07PM

Motion Paul Brislin 2nd Jennifer Caramucci
All in Favor

XVI. Unfinished Business

- None

XVII. New Business

- None

XIX. Adjournment

Mr. Charles Teufert recommended to adjourn the meeting because the governor's recommendation was to end the meeting by 8pm.

Motion Jennifer Caramucci 2nd Paul Brislin
All in Favor