

**Montague Township Board of Education Meeting
Regular Meeting Minutes
October 12, 2020
6:00 pm**

I. Call to Order 6PM

II. Roll Call

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

Others Present:

Timothy Capone - Chief School Administrator
Aldijana Reckovic – Board Secretary

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 Times Herald Record.

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 6:06 pm
Motion Jennifer Caramucci 2nd Paul Brislin
All in Favor

Motion to close Executive Session at 7pm
 Motion Paul Brislin 2nd Dale Bouma
 All in Favor

Motion to reopen Regular Meeting at 7pm
 Motion Jennifer Caramucci 2nd Danielle Christmann
 All in Favor

VIII. CSA Report

- Mr. Capone discussed the new protocol sent from the attorneys about new guidance and how to conduct Board meetings.
- We are four weeks into School without any incidences of COVID, reading the local paper many districts around us have closed. At this point we have not had any issues to be considering closing at this point.
- Hopeful in opening to our youngest grade first, we need to ensure the staffing is available.
- Talks about the first communication committee. The different accomplishments the board has made in the past three years. We will post a power point of everything we have accomplished on the school website for the publics viewing.
- We have met all board goals for the strategic plan, also we have made the public aware of this as well.
- Mr. Teufert is on the communication committee and talks about the public is not well informed about what really is going on with all our activities going on in the school. Working on distributing accurate information to members of the community.

IX. SBA Report

- None

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 September 14, 2020.

Moved by: Paul Brislin

Seconded by: Dale Bouma

Roll Call	Bouma	Brislin	Caramucci	Christmann	Plotsky	Teufert	Underwood	Total
YES	X	X	X	X	X	X	X	7

NO								
ABSTAIN								
ABSENT								

XII. 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.

Motion to open public comment at 7:07pm

Motion Charles Teufert 2nd Paul Brislin All in Favor

- There was no public comment

Motion to close public comment at 7:08pm

Motion Charles Teufert 2nd Danielle Christmann All in Favor

Discussion

- Mr. Brislin: What steps have been taken prior to tonight make the public aware that this was not a virtually meeting?
- Mr. Plotsky: We received the advisement from our counsel because of the new regulations and guidance received from the State of New Jersey, the way we have been conducting the meetings is no longer an option. To not violate any guidance and protocol from the state, we had no choice but to open to the public.

Motion to change F-5 to F-11

Motion: Charles Teufert

Seconded: Jennifer Caramucci

All in favor

Motion to block vote F1 -F11 except for F9 & F10

Motion Charles Teufert 2nd Jennifer Caramucci

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve September 15, 2020 thru October 12, 2020 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	#A:N0915, N0930, N0731 A:25741,A:25797-A:25835	\$593,714.01

Moved: Charles Teufert

Seconded: Jennifer Caramucci

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

Discussion

- Mr. Brislin asked going forward if he can make a request to see any invoice or items on the bill list
- Mr. Brislin made a request to see an invoice that is on the bill list for check A25803
- Mr. Plotsky stated he may make the request, and to contact the district for the request

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Board Secretary's Report (A-148) for the month of August 2020.

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	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 Township Board of Education approve the Treasurer of School Monies Report (A-149) for the month of August 2020.

Moved: Charles Teufert

Seconded: Jennifer Caramucci

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

F-4- BE IT RESOLVED, that pursuant to N.J.A.C. 6A:23A-2.11(c) 3, the Board of Education certify that as of August 31,2020, after review of the Secretary’s monthly financial reports for August 31, 2020 (appropriations section), and upon consultation with the appropriate district officials, Montague BOE is in compliance with N.J.A.C 6A:23-2.11 (c) 4 and shall certify in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16:10(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	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 Township Board of Education approve the following bank account signatories appointment.

Acc.Name	Signor 1	Signor 2	Signor 3	Bank
Summer Savings	Erkan Gumustekin	Melinda Bellis	Rene Metzgar	SB One Bank
Trust & Agency	Erkan Gumustekin	Melinda Bellis	Rene Metzgar	SB One Bank
Payroll	Erkan Gumustekin	Melinda Bellis	Rene Metzgar	SB One Bank

General Fund	Erkan Gumustekin	Glen Plotsky	Rene Metzgar	SB One Bank
Student Council	Erkan Gumustekin	Melinda Bellis	Rene Metzgar	SB One Bank
Unemployment	Erkan Gumustekin	Melinda Bellis	-	SB One Bank
Lunch Program	Erkan Gumustekin	Melinda Bellis	Rene Metzgar	SB One Bank
Capital Reserve	Erkan Gumustekin	Glen Plotsky	Rene Metzgar	SB One Bank
Flexible Spending	Erkan Gumustekin	Rene Metzgar	-	SB One Bank
Dureler Fund	Erkan Gumustekin	Rene Metzgar	-	SB One Bank

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	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 Township Board of Education approve the Tuition Contract between Celebrate the Children and the Montague School for student # 7671899359 for the 2020-2021 School year commencing on September 8, 2020 therefore the total number of 180 billable days. The Board of Education of Montague Township shall pay the tuition \$ 73,260 and pay the tuition for paraprofessional in the amount of \$27.000.

Moved: Charles Teufert

Seconded: Jennifer Caramucci

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

ABSENT								
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F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Tuition Contract between Department of Children and Families Office of Education and the Montague School for student # 7241546446 for the 2020-2021 School year commencing on July 1, 2020 therefore the total number of 225 billable days. The Board of Education of Montague Township shall pay the tuition \$ 39,872.

Discussion

- Mr. Capone stated that these are out of district placements, and this is when we received the contracts and bill from the High School.
- Mr. Plotsky stated the board was told about these two, just not the specific dollar amount at the last meeting.

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	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 Township Board of Education Approve the purchase and installation of Smart UPS - Battery Pack replace current HP UPS that is at end of life and no longer supported. This will protect servers, switches, Wi-Fi access points and network hardware from damage due to power loss, high or low voltage and voltage surges. The selection was made by E-rate category 2 From 470 bidding process administered by the Universal Service Administrative Company under the direction of the FCC. In total \$7201.63 will be funded to cover the \$15,351.00 total cost in the project.

2 ea.	Smart UPS No. SRT6KRMXLT-5KTF	\$6,219.00	\$12,438.00
2 ea.	Battery Pack No. SRT192RMBP	\$1,281.00	\$2,562.00
1	Labor to install UPS and Battery Pack in Existing Rack	<u>\$351.00</u>	<u>\$351.00</u>

Sub Total: **\$15351.00**

Discussion

- Mr. Romano breaks down the cost, and answers any other questions the board members had regarding F-8

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	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 Township Board of Education, in the County of Sussex, New Jersey authorizes Parette Somjen Architects LLC to design, submit, prepare bidding documents, solicit for bids, and perform contract administration services related to the “HVAC Upgrades at Montague Township School” at a cost not to exceed \$135,000.00.

Discussion

- Board had a conversation about different options for the HVAC upgrades at the school
- Mr. Capone explained to the board the timeframe for the HVAC project and impact if not completed. If not completed then the date set by the board to open fully, may not take place.

Motion for a recess until 8:15pm

Moved: Paul Brislin 2nd Jennifer Caramucci

All in favor

- Mr. Thompson from Parette Somjen Architects called into the meeting to answer any questions the board members had about the HVAC upgrades.

F-9 and F-10

Mr. Bouma withdraws his motion

Ms. Caramucci withdraws Seconded

Mr. Brislin makes a motion to table F-9 and F-10 until the next meeting

Seconded Charles Teufert

Discussion

- Mr. Brislin wants to obtain other quotes.
- Members of the board would like to get other recommendations and see something done asap for the HVAC project.

Moved:

Seconded:

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

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, in the County of Sussex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the “HVAC Upgrades at Montague Township School” to serve as an application to the office of School Facilities; and **BE IT FURTHER RESOLVED**, this project shall be a “Capital Reserve” project and the Board of Education is NOT seeking State funding but will fund the Project through the District’s Reserve Account.

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the 2019-2020 PEA Funds Carry Over in the amount of \$218,280.35 to be used in the 2020-2021 school year as attached.

Discussion

- Use of these funds were in discussion
- Mr. Capone stated this was money that was not spent out of last year’s grant, so it was rolled over

Moved: Charles Teufert

Seconded: Jennifer Caramucci

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	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 Casey Levens, as Elementary School Teacher/Special Education Teacher, at a prorated annual salary of \$57,751 for the remainder 2020-2021 school year

Moved: Dale Bouma

Seconded: Charles Teufert

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

ABSTAIN								
ABSENT								

XV. Public Session

Public comment is invited on all matters pertaining to the school district. All participants shall be permitted four (4) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate.

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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 8:40pm

**Motion Dale Bouma 2nd Jennifer Caramucci
All in Favor**

Mark Krebs

- Stated he was recording a live feed for the public
- Recommended doing a hybrid for next meeting

Motion to close public comment at 8:41pm

**Motion _Jennifer Caramucci 2nd Dale Bouma
All in Favor**

XVI. Unfinished Business

- Mr. Capone discusses to get an RFP
- Mr. Brislin asked the board if the policy committee has meet
- Mr. Underwood stated they will address policy at the next meeting

**Mr. Brislin makes a motion relative to the HVAC upgrades and related work looking for RFP for an Architect
Seconded Mr. Teufert**

Discussion

- Mr. Teufert is expecting from the potential architect a similar proposal that we have received from the existing architect for the next meeting.
- The board asks Mr. Capone to get quotes from potential architects for the next meeting

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES	X	X			X	X		4
NO			X				X	2
ABSTAIN				X				1
ABSENT								

➤ **Discussion about the USDA meal program**

Mr. Brislin makes a motion- Montague School District to participate in the USDA grab and go breakfast and lunch program asap

- Mr. Brislin: Stated he is making his motion based on the article he had read in the New Jersey Herald
- Mr. Capone; we did not opt in the program, based on the lack of participation from the families who do qualify for the meals that did not want to receive any meals over the course of the Spring when there was a shortage of food. We have never offered meals during the Summer; this would require additional staffing. Last year we had more than five thousand dollars in deficit. Three years ago, it was twenty thousand dollars in debt for the meal program. The plan we have in place is working well. The families that are on the free and reduced- we were able to get the food to them.

Moved: Paul Brislin

Seconded: Danielle Christmann

Roll Call	Bouma	Brislin	Caramucci	Christmann	Underwood	Teufert	Plotsky	Total
YES		X		X				2
NO			X		X	X	X	4
ABSTAIN	X							1
ABSENT								

XVII. New Business

Ms. Caramucci makes a motion to approve a 1st reading regarding policy 9322 (Public and Executive Sessions)

Seconded Mr. Teufert

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

Mr. Brislin makes a motion to adapt a resolution that the Montague Board of Education adapt opposing, the statewide question legalizing personal or recreational marijuana on the November 2020 ballot question, amending the U.S Constitution

Mr. Bouma Seconded

Discussion

- Mr. Plotsky states this is not a political body

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

- The board discusses the in school virtual and at home virtual options for the students
- Mr. Capone again talks about the reopening plan that the board approved

XIX. Adjournment

Motion _Charles Teufert **2nd** Paul Brislin

All in Favor

Time of Adjournment: 9:29pm