

**Montague Township Board of Education Meeting
Special Meeting Minutes
March 1, 2021
6:30 pm**

I. Call to Order 6:30pm

II. Roll Call

	Present	Absent
Denise Bogle, Vice President	X	
Dale Bouma	X	
Paul Brislin		X
Danielle Christmann	X	
Barbara Holstein, President	X	
Glen Plotsky		X
Jennifer VanNess	X	

Others Present:

Timothy Capone - Chief School Administrator
Aldijana Reckovic - Board Secretary
John Comegno – Board Attorney - remote

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 matters falling under attorney-client privilege and to discuss personnel matters and legal issues. Action may or may not be taken.

Motion to open Executive Session at 6:33 pm
Motion Dale Bouma 2nd Jennifer VanNess
Voice vote: All in Favor

Motion to close Executive Session at 7:41 pm
Motion Dale Bouma 2nd Denise Bogle
Voice vote: All in Favor

Motion to reopen Regular Meeting at 7:41
Motion Dale Bouma 2nd Danielle Christmann
Voice vote: All in Favor

VIII. CSA Report

- Mr. Capone stated this is in reference to the budget, the funding formula is not the same as in 2012, if you lost 100 kids in 2012 you still received the same amount in funding. So last year, and this year, when we first established looking at the budget, we were looking at a long term plan over the last couple of years due to the fact that we knew we were going to be losing money and that this was significantly different and different because there used to be flat districts, if they lost students they didn't have a reduction in funding, The largest two aid cuts were this year and last year, that had been a priority as far as budgeting to ensure that we weren't looking at program cuts, or that we were going to lose things for students.
- Mr. Capone stated the preliminary budget needs to be approved to submit to the county office tonight because March 4th is the deadline.
- Mr. Capone stated the accomplishments that we went through over the last handful of years which has been posted on the school website to make sure that is available to the public. We have phenomenal teachers at Montague School, that work towards the best interest of our students. As for any other programs, there's been no discussions as far as things that this board would like to see for our students. There hasn't been anything identified as far as movement or any other priorities.
- The accomplishments in which we have done major revisions is in curriculum instruction:
 - New Math curriculum for K-8th Grade (Bridges K-5th & CPM 6th-8th)
 - Financial Literacy inserted in SS Curriculum
 - Standards based report cards K-4th grades
 - Data driven instructional practices (Edmentum)
 - Increased time in health/PE, music, art
 - Algebra 1 for the 8th grade students
 - Expansion of Kindergarten and Pre-K Services
 - Increased Intervention Services
 - Numerous Extracurricular programs
 - Professional Development/ monthly meetings
 - Child Study Team & Guidance Improvements
- Mr. Capone stated some of the Facilities upgrades we have accomplished are:
 - Accomplished long range facility plan
 - Significantly reduced the number and severity of roof leaks
 - Oil Tank Removal, Boiler replacement
 - Completed safety upgrades in Lobby
 - Completion of safety fence
 - Completion of sidewalk replacement
 - Cross Country Trail
 - Replaced floor tiles in main hallway
 - Tractor replacement

- New Signage
- Agriculture Classroom
- Confidential Office Space
- Mr. Capone stated some of the improved efficiency we accomplished in the past three years:
 - Reduced busing costs • Changed IT services (increased time on site by 400%) • Upgrades to security cameras to IP HD security cameras with remote access for Law Enforcement
 - Improved student placements in the least restrictive environment • Ensured special education compliance • Reduced out of district and transportation costs by establishing new in district programs • Corrected staffing certification issues • Corrected budget management issues
- The all call system was used on February 16th to announce school closure due to weather and on February 18th and 19th classes were 100% remote also due to weather.

IX. SBA Report

- Mr. Gumustekin provided the board an update on the RFP for food services, the responses we received are not in compliance with what our requirements are.

X. Correspondence

- Resolution from the Lafayette Board of Education with no spring election.
- Ms. Reckovic stated the board members received an email from a resident.

XI. Approval of Minutes

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the minutes of February 8, 2021.

Discussion

- Ms. Holstein stated I'm going to request that we separate out our regular meeting minutes with the executive minutes and do two separate votes.

(1ST suggestion)

Ms. Holstein motioned to separate the regular meeting minutes and executive minutes.

2nd Denise Bogle

Voice vote: All in favor

- Ms. VanNess stated is there a way that we could table the Executive Session minutes so the two board members that are not here can vote on them?

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

- Mr. Comegno stated the motion to table the Executive Session minutes, was there a vote on that? So the board secretary knows how members voted. I would recommend this be a **motion to table** since there's a recommendation for them to be approved. So if they're not going to be voted on, let's have a motion and a second to table and let's have a recorded vote on that motion.

➤ Ms. Holstein stated there was a voice vote with all in favor.

**Ms. VanNess motioned to table the Executive Session minutes for the next meeting.
2nd Danielle Christmann**

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

XII. Public Session – Agenda Items

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.

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 8:50pm

Motion Dale Bouma 2nd Jennifer VanNess

Voice vote: All in Favor

- **Mr. Brenten Runne**

Co-president of the Montague Education Association. Welcome our new Montague Board of Education members. We look forward to continuing to work with the Administration and the board in our shared goal of putting the needs of our students first, whether through academic curriculum, additional in school programs, or after school activities, clubs, and sports. We would like to invite all of our Board of Ed members to our Montague Education Association, pride, pizza, and paint event.

- Ms. Holstein thanked Mr. Runne for the welcome and asked if he can send an email to all board members the information on the pride pizza and paint event.

Motion to close public comment at 8:55pm

Motion Dale Bouma 2nd Jennifer VanNess

Voice vote: All in Favor

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve February 9,2021 thru March 1 ,2021 - Bill List attached and listed below:

Fund 10	\$66,116.02
Fund 11	\$303,910.87
Fund 20	\$225.00
Fund 60	\$1,346.00
Fund 90	\$149,744.08
Grand Total	\$521,341.97

Discussion

- Some of the board members had questions on a couple items on the bill list.
- Mr. Capone and Mr. Gumustekin kindly, answered their questions.

Moved: Dale Bouma

Seconded: Jennifer VanNess

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

Addendum Item

F-2 BE IT RESOLVED, that the Montague Board of Education approve 2021-2022 fiscal year school budget and approve the submission of the 2021/2022 fiscal year school budget to the Sussex County Executive Superintendent of Schools for approval as follows:

<u>EXPENDITURES</u>		<u>REVENUE</u>	
		<u>General Fund</u>	
General Current Expense	\$ 9,107,848.00	Local Tax Levy	\$ 6,672,446.00
Capital Outlay	-	Tuition Reserve	\$ 132,659.00
		Fund Balance	\$ 74,642.00
		Federal Impact Aid	\$ 117,617.00
		Maintenance Interest	\$ 120.00
		Capital Reserve	
Special Revenue Fund	\$ 949,142.00	Interest	\$ 700.00
		State Aid	\$ 2,109,664.00
		SEMI	\$ -
		Total General Fund:	\$ 9,107,848.00
Total Expenditures	<u>\$ 10,056,990.00</u>	<u>Special Revenue Fund</u>	\$ 949,142.00
		Total Revenue	\$ 10,056,990.00

BE IT RESOLVED that Montague Board of Education authorize the utilization of Unassigned Fund Balance as of June 30, 2020, in the amount of \$74,642 to the 2021/2022 fiscal year budget,

BE IT RESOLVED that Montague Board of Education authorize the utilization of Partial Federal Impact Aid in the amount of \$117,617 to the 2021/2022 fiscal year budget,

BE IT RESOLVED that Montague Board of Education authorize the utilization of Tuition Reserve in the amount of \$ 132,659.00 to the 2021/2022 fiscal year budget,

BE IT FURTHER RESOLVED that the following GENERAL FUND tax levy be approved to support the 2021-2022 budgets: General Fund Tax Levy \$6,672,446.00

WHEREAS the Montague Board of Education policy NJAC 6A:23A -7.3, provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2021-2022 school year.

NOW, THEREFORE BE IT RESOLVED that the Montague Board of Education hereby establishes the school district travel maximum for the 2021/2022 school year at the sum of \$15,000.00 and

BE IT RESOLVED that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

BE IT ADDITIONALLY RESOLVED that Montague Board of Education confirms the establishment of its 2021/2022 public budget hearing on **Monday, March 22, 2021**. The annual public budget hearing shall be conducted in the Montague School Multi-Purpose Room, 475 Route 206, Montague, New Jersey, commencing at 6:30 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.

Discussion

- Ms. Cristmann stated I just to make sure there will not be any staff cuts or programs with this budget?
 - Mr. Capone responded correct.

- Ms. Holstein stated I'm actually happy to hear and to see this budget presented tonight. I like to say nicely done to Mr. Capone and to Eric. I know it's a lot of work, thank you for spending the money wisely.

Moved: Dale Bouma

Seconded: Danielle Christmann

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES		X		X	X		X	4
NO	X							1
ABSTAIN								
ABSENT			X			X		2

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Chandler Howard to MA+30 Step A, retroactively from January 5, 2021.

Discussion

- Ms. Bogle stated in the contract for the teachers union are they moved retroactively mid-year as opposed to the contractual year? I haven't seen this done.
 - Mr. Capone responded when they reach that step in their semester that's when the next movement occurs.
 - Ms. Holstein stated I would like to hear from Mr. Comegno on this, if it goes along with the current contract?

- Mr. Comegno stated, “I do not have the agreement in front of me, Mr. Capone is this consistent with the districts practice and collective agreement when they may move?”
- Mr. Capone responded yes.
- Ms. Holstein stated I’m going to assume this is a young female teacher correct? congratulations on reaching this step. We thank you for the time and getting our kids back to school as well, because it’s definitely been a challenging year for the teachers, working towards improving your teaching credentials, that is to be commended.

Moved: Dale Bouma

Seconded: Jennifer VanNess

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Brenten Runne to MA Step H, retroactively from January 27, 2021.

Discussion

- Ms. Holstein: congratulations for continuing to work on your education.

Moved: Dale Bouma

Seconded: Denise Bogle

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

Addendum item P-3 – P-4

P-3 BE IT RESOLVED at the recommendation of the Superintendent, that the Montague Township Board of Education approve Austin Caldwell, as Health/Physical Education Teacher, at a prorated annual salary of \$57,751 for the remainder 2020-2021 school year.

Discussion

- Ms. Bogle and Ms. Holstein both stated welcome aboard.

Moved: Dale Bouma

Seconded: Denise Bogle

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

P-4 BE IT RESOLVED at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Separation Agreement with staff member #35644012.

Moved: Dale Bouma

Seconded: Denise Bogle

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

XIII. 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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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 9:22pm

Motion Dale Bouma 2nd Danielle Christmann
Voice All in Favor

- **Krista Mikulski 2 Elm Court**

Pleased to hear about the preliminary budget, Thank you very much for your hard work. It is critical to pull back from Port Jervis lawsuit.

- **Kathy Ganska Sleepy Hollow Rd (remote)**

Is there going to be a plan for more busing?
Concerned about the number of kids on the bus.

Motion to close public comment at 9:28pm

Motion Dale Bouma 2nd Danielle Christmann

Voice Vote: All in Favor

XVI. Unfinished Business

- Ms. Holstein stated regarding updates on any of the current issues regarding High point and or Port Jervis will be forthcoming as legal allows us to do so. Otherwise, I cannot make a comment at this time.

XVII. New Business

- Mr. Capone stated we received an application for the use of the gym by the Montague little league. With staff in perspective, the board needs to decide if we're going to allow that, are we going to staff for them?
 - Ms. Holstein stated do you have a have a recommendation?
 - Mr. Capone stated this fiscal implication the board would have to give guidance on whether or not that's something that you're interested in doing.
- President of Montague Little League Anthony Mastroeni stated it would be Tuesday and Friday and stated the guidelines they will follow when they are in the gym.

Amended

Ms. VanNess motioned to allow Montague little league to utilize the gym, subject to a volunteer. If that volunteer doesn't work out that the board would accrue the minimum cost. They must follow the guidelines and to include the application that has been submitted.

2nd Denise Bogle

Discussion

- Mr. Comengo stated has the Administration received a facility use form used for application that outside entities typically complete and submit? and all the paperwork that we need for certificate of insurance?
 - Mr. Capone responded, yes.

- Mr. Comengo stated since we have all the paperwork we need, I think that the resolution would be to approve the use as requested and delineated on that form or application that is been submitted by this entity.
- Ms. Christmann asked if this goes against our COVID plan?
- Mr. Capone responded based on this resolution we can update the plan.

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	VanNess	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN								
ABSENT			X			X		2

- Ms. Christmann stated she has a concern for the drop off and pick up procedure and how the cars are lining up on 206, probably not the safest.
 - Ms. Holstein stated this is something definitely buildings grounds and transportation, could look at as a committee.
 - Mr. Capone responded State Police came because of exactly what you're talking about where you have people pulling over on the right shoulder south bound and then pulling across two lanes of traffic trying to get up the driveway and blocking the driveway. I'm very confident in our parents to be able to stagger their time, just like they did last year, just like when we had 100% of our students in school to be able to make good decisions.
- Mr. Capone and the Board members had a detailed discussion on the concerns with drop off and pick up occurring at the school.

XVIII. Executive Session if necessary:

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.

- Executive session was not necessary

XIX. Adjournment Motion

Dale Bouma 2nd Jennifer VanNess

Voice vote: All in Favor

Time of Adjournment: 9:55pm

Respectfully submitted,

Aldijana Reckovic

Board Secretary