

**Montague Board of Education Meeting
Regular Meeting
June 24, 2015**

Call to Order

Roll Call

	Present	Absent
Tacia Johnson	X	
Gayle Andriac	X	
Tom Bolen	X	
Diane Cole	X	
George Gelderman	X	
Sally Kurtzman	X	
Debra Osborne	X	

Others Present:

Janice L. Hodge, Chief School Administrator/Principal
John W. Waycie, School Business Administrator/Board Secretary
Gary Kraemer, Esq., Special Counsel for Montague Board of Education

Flag Salute

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 Middletown Record.

Executive Session

BE IT RESOLVED, that the Montague Board of Education recess and proceed to Executive Session to review personnel matters: 2014/2015 BS evaluation, 2015-2016 BA Contract, confidential employee 2015-2016 salaries, 2013/2014 CSA Evaluation, and 2014/2015 CSA Evaluation) and legal matters: (Ethics Complaints and Port Jervis/ High Point/ Montague send/receive). Following Executive Session, the public will be made aware of when the Board anticipates those matters which can be made public should be resolved.

Motion to open Executive Session at 7:03 p.m.

Motion by Mr. Gelderman, seconded by Mrs. Andriac
All in Favor
Motion Carried

Motion to close Executive Session at 9:10 p.m.

Motion by Mr. Bolen, seconded by Mr. Gelderman
All in Favor
Motion Carried

Motion to resume Regular Meeting Agenda at 9:10 p.m.

Motion by Mr. Bolen, seconded by Mrs. Andriac
All in Favor
Motion Carried

As a reminder, the school's anti-bullying policy and how it applies to all; Board Members, Administration, Teachers, volunteers, parents, and members of the community, as we are all to display behavior for the children so they can learn by example and not harass, intimidate, or bully others, either in person or writing, inclusive of via social media. It was brought to the attention of the Board and Administration, that prior to a meeting held earlier this year, as well as during the meeting, statements were made on social media by those in attendance at the meeting, which included an insinuation and threat of violence which were both harassing, intimidating, and of course a form of bullying. Therefore, as a safety precaution for the Board Members, Administration, public and students, the presence of the Constable has been requested at the meetings until these threats cease to exist.

Approval of Minutes

May 27, 2015- Regular Meeting
May 27, 2015- Executive Meeting
June 9, 2015- Special Meeting
June 9, 2015- Executive Meeting

Motion by Mrs. Andriac, seconded by Mr. Gelderman
All in Favor except Mrs. Osborne (abstained)
Motion Carried

Superintendent Report:

Thank you Mrs. Wright, PTA and all who assisted in a very successful mathematical field day
Student Council proposed donation of Evergreen in honor of Mr. Finnegan
LEAP Lines- handouts to Board members
Thank You from 5th grade for PEEC and Linwood activities
High Point 8th grade picnic on June 12th
Thank you to everyone who helped make another successful, productive school year
During recent power outage staff assisted students as necessary
Thank you to Mrs. Goyette for curriculum work which was praised by Pearson
Survey results from High point given to Ms. Johnson

Correspondence: Mr. Kramer discussed disclaimer in NJSBA agreement

Open to Public (Any Items):

As a reminder for all, and as per NJSBA, Board of Education meetings are “a meeting in public, not a meeting of the public. Many people especially parents and community members, misunderstand the nature of a school board meeting. School boards provide leadership for what are typically multi-million dollar corporations. The board has important work to accomplish. And, to do that work, the board needs to be fully engaged around the table. The Open Meetings Act requires that public business be done in public, and that citizens have opportunity to observe, and comment, at every meeting.”

Additionally, as per NJSA 2C:33-8, 10:4-12, and as adopted by Montague's Board of Education in Bylaw 0167, please remember the public participation shall be governed by the following rules:

- 1. A participant must be recognized by the presiding officer and must preface - by an announcement of his/her name, place of residence, and group affiliation if appropriate;**
- 2. Each statement by a participant shall be limited to 3 minute duration**
- 3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;**
- 4. All statements shall be directed to the presiding officer; no participant may address or question Board Members individually;**
- 5. The presiding officer may:**
 - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;**
 - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;**
 - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;**
 - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and**
 - e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.**

During this portion of the meeting, the residents are invited to address the Board with any comments or concerns that may be in respect to the operation of their school.

Motion to open public comment at 9:24 p.m.

Motion by Mrs. Kurtzman, seconded by Mr. Gelderman

All in Favor

Motion Carried

Mrs. Bisl- asked about High Point survey results, lack of generator during outages

Mr. Mannion- questioned status of send/receive with Port Jervis/High Point

Mr. Henn-questioned about microphones

Motion to close public comment at 9:30 p.m.

Motion by Mr. Bolen, seconded by Mr. Gelderman

All in Favor

Motion Carried

Committee Reports Finance, Bldg/Grds, Personnel and Curriculum

Unfinished Business Ms. Johnson updated public on letter of intent for parents, coordinating scheduling Ethics training with Robyn Meehan

Administration

AD 1. Appoint Board Attorney

BE IT RESOLVED, that the Board of Education appoints Gary Kraemer, Esq. as Interim Board Attorney.

AD 2. Appoint Treasurer of School Moneys (N.J.S.A. 18A: 17-31)

BE IT RESOLVED, that the Board of Education appoints Ms. Michelle LaStarza as Treasurer of School Moneys effective July 1, 2015 through June 30, 2016, at a yearly salary

AD 3. Appoint Auditor

BE IT RESOLVED, that the Board of Education appoints the firm of Nisivoccia, LLP as School Auditor effective July 1, 2015, through June 30, 2016. The estimated fee for 2015-2016 is \$21,680.

AD 4. Investment Authorization

BE IT RESOLVED, that the School Business Administrator, be designated as the person responsible for any and all Board of Education investments for the 2015-2016 school year.

AD 5. Appoint Insurance Agent

BE IT RESOLVED, that the Board of Education appoints Mr. David Kerr of R.C. Lain, Inc., as insurance agent effective July 1, 2015 through June 30, 2016.

AD 6. Appoint School Physician

BE IT RESOLVED, that the Board of Education appoints Dr. James Porter as School Physician effective July 1, 2015, through June 30, 2016, at a rate of \$50.00 per exam. Review of Annual Nursing Care Plan \$100.00.

AD 7. Appoint Occupational Therapist/Speech Therapist

BE IT RESOLVED, that the Board of Education appoints the firm of J & B Occupational Therapy, LLC, as Montague Elementary School Occupational and Speech Therapy Provider effective July 1, 2015, through June 30, 2016, at a rate of \$91 per hour.

AD 8. Appoint Physical Therapist

BE IT RESOLVED, that the Board of Education appoints Mrs. Donna Conklin as Montague Elementary School Physical Therapist effective July 1, 2015, through June 30, 2016, at a rate of \$73 per hour.

AD 9. Appoint Health Benefits Agent

BE IT RESOLVED, that the Board of Education appoints Digital Insurance, as Health Benefits Agent of record for the 2015-2016 school year.

AD 10. Appoint Water/Septic Operator

BE IT RESOLVED, that the Board of Education approve Mr. Bill Grennille as licensed septic system operator and licensed water operator, at the rate of NTE \$175.00 per month and \$ 100.00 per month respectively, for the 2015-2016 school year.

AD 11. Appoint Architect

BE IT RESOLVED, that the Board of Education appoints the firm of Parette-Somjen Architects LLC as School Architect effective July 1, 2015 through June 30, 2016.

AD 12. BE IT RESOLVED, that the Montague Board of Education approve the 2015-2016 agreement with A Viking Venture for technology maintenance and support.

AD 13. Approve Designated Persons

BE IT RESOLVED, that the Board of Education approve the following designated persons, effective July 1, 2015 through June 30, 2016:

**Attendance Officer – Principal/Assistant Principal
Custodian of Records – Business Administrator
Public Agency Compliance Officer – Business Administrator
Affirmative Action Officer – Assistant Principal
Section 504 Officer – Principal
Asbestos Hazard Emergency Response Act – Business Administrator
Right to Know – Business Administrator
OSHA Lockout/Tagout – Business Administrator
Americans with Disabilities Officer ADA – School Nurse
Antibully Specialists- School Social Workers
Antibully Coordinator: Assistant Principal
CST Coordinator- School Learning Consultant**

These appointments are assigned by the CSA, are at no additional cost to the Board, nor are they compensated through any contractual stipends.

AD 14. Tax Sheltered Annuity Companies

BE IT RESOLVED, that upon the recommendation of the Business Administrator, the current Tax Sheltered Annuity Companies, open for enrollment to any Montague Board of Education employee for the 2015-2016 school year:

Equitable Life

Lincoln Life

AD 15. BE IT RESOLVED, that the Montague Board of Education approve the extended school year Special Education Tuition Contract with Northern Hills Academy for MB at an estimated cost of \$15,615.

AD 16. BE IT RESOLVED, that the Montague Board of Education approve the extended school year Special Education Tuition Contract with Northern Hills Academy for AD at an estimated cost of \$11,838.

AD 17. BE IT RESOLVED, that the Montague Board of Education approve the extended school year Special Education Tuition Contract with Northern Hills Academy for MH at an estimated cost of \$11,838.

AD 18. BE IT RESOLVED, that the Montague Board of Education approve the July 8, 2015 through July 30, 2015 Special Education for RL with Hamburg Borough Board of Education at an estimated cost of \$1,881.

AD 19. BE IT RESOLVED, that the Montague Board of Education approve the July 6, 2015 through August 7, 2015 Special Education with DCCF of Budd Lake, NJ for NB at an estimated cost of \$7,200.

AD 20. BE IT RESOLVED, that the Montague Board of Education approve the July 6, 2015 through August 15, 2015 Special Education Tuition Contract with Lakeland Regional School District for (KD) at an estimated cost of \$19,314.

AD 21. BE IT RESOLVED, that the Montague Board of Education approve the 2015-2016 Health and Environmental Safety Services Agreement with the Educational Services Commission of Morris County at a total cost of \$2,465.

AD 22. BE IT RESOLVED, that the Montague Board of Education approve the 2015-2016 Ancillary Educational Services Agreement with the Sussex County Educational Services Commission.

AD 23. BE IT RESOLVED, that the Montague Board of Education approve the Vended Meals Contract with the Lafayette Board of Education for the 2015-2016 school year.

AD 24. BE IT RESOLVED, that the Montague Board of Education approve the following school meal prices for the 2015-2016 school year:

	Breakfast	Lunch
	\$0.85	\$2.70
Free/Reduced	\$.00	Free/Reduced \$.00

AD 25. BE IT RESOLVED, that the Montague Board of Education approve the revised BY LAW #0164.

Attachment AD-25

AD 26. BE IT RESOLVED that the Montague Board of Education approve the use of the following Pearson instructional materials and resources as reviewed by the curriculum committee for K-8 language arts; K-5 math, social studies and science; 6-8 Interactive Science Digital and Companion Texts; 6-8 Discovery Social Studies TechBook Digital Textbook; and 6-8 Interactive Mathematics and Companion Text. Rosetta Stone Foundations, interactive, immersion language learning system.

AD 27. BE IT RESOLVED, that the Montague Board of Education approve the agreement With NJSBA for policy customization.

Motion to approve AD 1 thru AD 26 by Mr. Gelderman, seconded by Mrs. Andriac
Vote 7-0 (Except AD 26 Mrs. Osborne- no)
Motion Carried

AD 27. BE IT RESOLVED, that the Montague Board of Education approve the NJSBA agreement for policy customization.

Motion by Mrs. Osborne, seconded by Mrs. Cole
Vote 7-0
Motion Carried

Personnel

P 1. BE IT RESOLVED that the Montague Board of Education approve the reappointment of the following confidential employees: Christopher Gregory, Patricia Romyns, Sharon Reiners and Christine Bicskei from July 1, 2015 through June 30, 2016.

Motion by Mr. Bolen, seconded by Mrs. Kurtzman
Vote 7-0
Motion Carried

P- 2 BE IT RESOLVED, that the Montague Board of Education approve the 2015-2016 contract for John W. Waycie as approved by the Executive County Superintendent on June 1, 2015 and the Personnel Committee.

Motion by Mr. Gelderman, seconded by Mr. Bolen
Vote 4-3 (No- Mrs. Andriac, Mrs. Cole, Mrs. Osborne)
Motion Carried

P 3. BE IT RESOLVED that the Montague Board of Education approve the 2015-2016 Confidential Staff member salaries as recommended by the Personnel Committee.

Motion by Mrs. Osborne, seconded by Mr. Gelderman to approve P3 A
Vote 3-4 (no-Mrs. Andriac, Mrs. Cole, Mrs. Kurtzman, Mrs. Osborne)
Motion Failed

Motion by Mr. Bolen, seconded by Mr. Gelderman to approve P3 B
Vote 3-4 (no-Mrs. Andriac, Mrs. Cole, Mrs. Kurtzman, Mrs. Osborne)
Motion Failed

Motion by Mr. Bolen, seconded by Mr. Gelderman to approve P3 C
Vote 4-3 (no-Mrs. Cole, Mrs. Osborne, Mrs. Kurtzman) Motion Carried

Motion by Ms. Johnson, seconded by Mr. Gelderman to approve P3 D
Vote 5-2 (no- Mrs. Andriac, Mrs. Osborne) Motion Carried

P 4. BE IT RESOLVED, that the Montague Board of Education approve the following employees as temporary part time 2013 summer employee effective June 25, 2015 through August 31, 2015 at the rates per hour indicated, with no benefits:

Sharon Aldom	\$18.33
Tina Beck	\$15.38
Donna Pinzone	\$18.33
Kim Hart	\$17.86
Peter Martin	\$18.33

P 5. BE IT RESOLVED that the Montague Board of Education approve employment of Ray Straway as a part time custodian at a rate of \$15.05 effective July 1, 2015 (no benefits).

Motion to approve P 4 and P5 by Mr. Andriac, seconded by Mr. Gelderman
Vote 6-1 (no- Mrs. Osborne)
Motion Carried

P 6. BE IT RESOLVED that the Montague Board of Education approve the employment of Rebecca Nelson as an Elementary School teacher, BA Step1-2, salary \$51,855.

Motion by Mr. Bolen, seconded by Mr. Gelderman
Vote 4-3 (no-Mrs. Cole, Mrs. Kurtzman, Mrs. Osborne)
Motion Carried

P 7. BE IT RESOLVED that the Montague Board of Education accept the retirement letter of Patricia Romyns effective August 28, 2015 with regret.

Motion by Mr. Bolen, seconded by Mr. Gelderman
All in Favor
Motion Carried

Finance/Insurance

FI 1. BE IT RESOLVED, that the Montague Board of Education accept the School Treasurer's Financial Report for the month of April 2015 (FY2015).

ATTACHMENT FI 1

FI 2. BE IT RESOLVED, that the Montague Board of Education accept the Board Secretary's Financial Report for the month of April 2015 (FY2015).

ATTACHMENT FI 2

FI 3. BE IT RESOLVED, that the Montague Board of Education approve the June 24, 2015 Bill List attached and listed below:

ATTACHMENT FI 3

	<u>Check Numbers</u>	<u>Amount</u>
Regular Bill List	#21432- #21526	\$837,436.73

FI 4. BE IT RESOLVED, that the Montague Board of Education approve the Transfers as listed for June 24, 2015 (FY 2015)

ATTACHMENT FI 4

FI 5. BE IT RESOLVED, that the Montague Board of Education approve the payment of bills and transfers from June 25, 2014 to June 30, 2014, as necessary to close out the 2015 Fiscal Year.

FI 6. BE IT RESOLVED, that the Montague Board of Education certifies that pursuant to NJAC 6A: 23A-16.10, as of April 30, 2014 the appropriations section of the budget did not reflect any over expenditures in any of the major accounts or funds, and based upon the appropriation balances reflected and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

FI 7. BE IT RESOLVED, that the Montague Board of Education accept the 2014-2015 REAP Grant of \$22,415.

FI 8 . BE IT RESOLVED, that the Montague Board of Education approve the transfer to the Capital Reserve Account of any unanticipated revenue and/or unexpended line-item appropriation amounts at year end for withdrawal in subsequent school years up to \$250,000.

FI 9. BE IT RESOLVED, that the Montague Board of Education approve the establishment of a Federal Aid Reserve Account in accordance with C.18A:7F-41.

FI 10 . BE IT RESOLVED, that the Montague Board of Education approve the transfer to the Federal Aid Reserve Account an amount not to exceed the total amount of Federal Impact Aid received during the 2015 Fiscal year.

FI 11. BE IT RESOLVED that the Montague Board of Education approve the submission of the 2015-2016 NCLB Grant Application (Title I \$145,287, Title II \$7,638).

FI 12. BE IT RESOLVED that the Montague Board of Education approve the submission of the 2015-2016 IDEA Grant Application (Part A \$95,004, Part B \$4,216).

Motion to approve FI 1 thru FI 12 by Mr. Bolen, seconded by Mr. Gelderman
 Vote 7-0
 Motion Carried (except AG&L pending attorney review)

Building, Grounds and Transportation

BGT 1. BE IT RESOLVED, that the Montague Board of Education approve the following pupil transportation contract and bus route renewals for the 2015/2016 school year between First Student Bus Company, Inc. and the Montague Board of Education in accordance with N.J.S.A. 18A:39-3, and as indicated below:

<u>Route/contract #</u>	<u>Renewal/yr</u>	<u>14/15 cost</u>	<u>CPI 1.34%</u>	<u>15/16 Cost</u>
E1 (2)	Ren. 23 '89	\$ 24,461.57	\$ 327.78	\$ 24,789.35
E2 (2)	Ren. 23 '89	24,461.57	327.78	24,789.35
E4 (6)	Ren. 21 '94	39,088.36	523.78	39,612.14
E9 (6)	Ren. 21 '94	39,088.36	523.78	39,612.14
M1 (7)	Ren. 16 '99	35,009.73	469.13	35,478.86
M2 (7)	Ren. 16 '99	35,009.73	469.13	35,478.86
PJ1 (2)	Ren. 23 '89	24,461.57	327.78	24,789.35
PJ2 (2)	Ren. 23 '89	24,461.57	327.78	24,789.35
SP1(7)	Ren. 16 '99	37,896.31	507.81	38,404.12
HP1(5)	Ren. 1 '14	39,000.60	522.60	<u>39,523.20</u>
				\$327,266.72

BGT 2. BE IT RESOLVED, that the Montague Board of Education approve the following pupil transportation contract and bus route renewals for the 2015/2016 school year between First Student Bus Company, Inc. and the Montague Board of Education in accordance with N.J.S.A. 18A:39-3, and as indicated below:

<u>Route #</u>	<u>Renewal #</u>	<u>14/15 Daily</u>	<u>CPI</u>	<u>15/16 Daily</u>	<u>Total 15/16</u>
<u>Contract #</u>	<u>& Year</u>		<u>1.34 %</u>	<u>Cost</u>	<u>Cost 180 Days</u>
SP1.5	Ren. 5 '09	\$ 114.08	1.52	115.60	\$ 20,808.00

BGT 3. BE IT RESOLVED, that the Montague Board of Education approve the Joint Transportation Agreement with the Sussex County Cooperative for the 2015-2016 School Year.

BGT 4. BE IT RESOLVED, that the Montague Board of Education approve the Joint Transportation Agreement for Public Athletic Events and Extra Curricular/Field Trips with the Sussex County Cooperative for the 2015-2016 School Year.

BGT 5. BE IT RESOLVED, that the Montague Board of Education approve Parette Somjen Architects L.L.C. professional services proposal for the Partial Window Replacement Project at the Montague Elementary School. It is further recommended that the Board authorize and approve the Business Administrator to submit all plans and paperwork for this project as an "Other Capital Project" to the Department of Education for approval, total estimated cost \$83,558. It is further recommended that the Board approve an amendment to the Long Range Facilities Plan (LRFP) for the Partial Window Replacement Project at the Montague Elementary School if necessary with no state funding being requested and the use of Capital Reserve.

BGT 6. BE IT RESOLVED, that the Montague Board of Education ratify the approval of the application for use of school facilities made by Montague Recreation.

<u>GROUP</u>	<u>PURPOSE/ROOM</u>	<u>DATE</u>	<u>TIME</u>
Montague Recreation	Holiday Party- gym/cafeteria	December 5, 2015	11AM-6 PM

Motion to approve BGT 1 thru BGT 6 by Mr. Gelderman, seconded by Mr. Bolen
Vote 7-0 (except BGT 1 6-1 Mr. Bolen –no)
Motion Carried

Adjournment

Motion by Mr. Gelderman, seconded by Mr. Bolen
All in Favor
Motion Carried