

**Montague Board of Education Meeting
Regular Meeting Minutes
February 14, 2017**

Call to Order

Roll Call

	Present	Absent
Tacia Johnson	X	
Diane Cole	X	
Gayle Andriac		X
Sally Kurtzman	X	
Emma Masset	X	
Glen Plotsky	X	
Linda Spinapolic		X

Others Present:

- Robert Walker – Interim Chief School Administrator
- Tina Palecek – Business Administrator/Board Secretary
- Gary Kraemer – School Attorney

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.

Please note, the school's anti-bullying policy and how it applies to all; Board Members, Administration, Teachers, volunteers, parents, and members of the community. We are all to display appropriate behavior for the children of our community, so they can learn by example: 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 just prior to a meeting last year, as well as during the meeting, statements were made on social media by those in attendance at the meeting, which not only included insinuations and threats of violence which were both harassing, intimidating, and of course forms of bullying, but these comments were also supported by others in attendance. Additionally, since 2015 there have been ongoing reports of continual harassment. 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.

Announcement of Executive Session

BE IT RESOLVED, that the Montague Board of Education recess and proceed to executive session to interview CSA candidates and discuss personnel matters. Action may or may not be taken.

Motion to open Executive Session at 6:08 p.m.
Motion Sally Kurtzman 2nd Glen Plotsky
All in Favor – No opposed
Motion carried

Motion to close Executive Session at 9:16 p.m.
Motion Glen Plotsky 2nd Emma Masset

All in Favor – No Opposed
Motion carried

Motion to re-open Regular Meeting at 9:16pm
Motion Sally Kurtzman 2nd Diane Cole
All in Favor – No opposed
Motion carried

Recognition

None Scheduled

Presentation

A semi-annual HIB report was made to the Board by Christopher Gregory, Assistant Principal, attached to these minutes.

Approval of Minutes

Approval of Re-Organization, January 3, 2017

Motion to table the approval of minutes Glen Plotsky 2nd Diane Cole

In favor: Tacia Johnson, Glen Plotsky, Sally Kurtzman, Diane Cole, Emma Masset

Abstained: None

Motion carried.

Approval of Special Meeting, January 30, 2017

Motion to table the approval of minutes Glen Plotsky 2nd Diane Cole

In favor: Tacia Johnson, Glen Plotsky, Sally Kurtzman, Diane Cole, Emma Masset

Abstained: None

Motion carried.

There was a discussion regarding the lack of minutes from the time after the departure of Jan McKenzie and who was going to complete those minutes. Chris Lessard had agreed to complete minutes, however, he did say he was having problems recognizing who was speaking on the tape and also accessing our system remotely. The expectation is that unfinished work would be completed as soon as possible.

CSA Report

Bob Walker, current enrollment is as of 2/14/17 242. There have been two closures due to snow/ice and two delays due to ice.

Also need to discuss representation at the High Point Board meetings either tonight or at workshop. Discussion was made regarding status of liaison at High Point and whether the Montague Board would be welcome. In the past Mr. Gelderman would attend the meeting, but because he is not a Board Member he cannot represent the Board of Education. Glen Plotsky offered to attend when his schedule permits. Also who is Port Jervis representative; Gayle Andriac?

Transportation letter was requested by High Point Regional to ensure the agreement for High Point to provide free transportation until the end of the school year was in writing. Additionally, the letter provides proof of insurance and acceptable roads (no Deckertown or Route 23).

QSAC – we were monitored Monday and they gave us only a couple days notice; not much we could do. We did receive a letter from Dr. Lamonte saying there were areas of concern including finance and governance. The Assistant Principal took them on a tour and they were very complimentary of the tour.

SBA Report

Contract for Century Link has been signed initiating bandwidth increase to the school from 20mg to 100mg. The new service is expected to be up-and-running by the end of March before testing begins.

Agendas will be delivered moving forward to ensure timely delivery.

Correspondence

New Jersey Herald won Art Weisman awards, 1st and 3rd place, the awards focus on First Amendment and Free Press. Montague was included in articles that won; important lesson for students regarding advocacy.

Gary Kraemer sent correspondence to Bob Walker regarding our final tuition check has been received. Fully executed contract (stipulation of dismissal) will be sent to Tina for Montague's records.

Liaison Report

None – Port Jervis meeting was on same night as Montague, no report.

Public Session

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 9322, 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 9:59 p.m.

Motion Sally Kurtzman 2nd Diane Cole
All in Favor – No Opposed
Motion carried

George Gelderman, Liaison for High Point unofficially for awhile and High Point actually gave him a section on their agenda to address Montague concerns during public session.

Motion to close public comment at 10:01p.m.

Motion Glen Plotsky 2nd Emma Masset
All in Favor – No Opposed
Motion carried

Unfinished Business

Finance & Insurance

FI-1. BE IT RESOLVED, that the Montague Board of Education approve the February 14, 2017 Bill attached and listed below: ATTACHMENT FI-1

	Check Numbers	Amount
Regular Bill List	#23006-23071	\$428,011.17
Lunch Program List	#1646-1647	\$8,478.11

Motion to approve the bill list with the following omitted P201700310, P201700454 and P201700566 by Glen Plotsky 2nd Emma Masset

In favor: Diane Cole, Emma Masset, Glen Plotsky
Obstained: Tacia Johnson, Sally Kurtzman
Motion not carried

FI-2 - BE IT RESOLVED, that the Montague Board of Education approve the parent transportation contract with the legal guardian of special education student (#13198575) for the 2016-2017 school year, February 8, 2017- June 30, 2017, (82 days) at the rate of \$95.00 per day total estimated cost \$7,790.00.

Motion Sally Kurtzman 2nd Emma Masset

In Favor: Tacia Johnson, Diane Cole, Emma Masset, Glen Plotsky, Sally Kurtzman,

Motion carried

FI-3 - BE IT RESOLVED, that the Montague Board of Education approve the Treasurer's Report for August 2016. ATTACHMENT FI-3

Motion to Table Sally Kurtzman 2nd Emma Masset

In favor: Diane Cole, Emma Masset, Tacia Johnson, Sally Kurtzman

Opposed: Glen Plotsky

Motion carried

FI-4 - BE IT RESOLVED, that the Montague Board of Education approve the Treasurer's Report for September 2016. ATTACHMENT FI-4

Motion to Table Sally Kurtzman 2nd Emma Masset

In favor: Diane Cole, Emma Masset, Tacia Johnson, Sally Kurtzman

Opposed: Glen Plotsky

Motion carried

FI-5 - BE IT RESOLVED, that the Montague Board of Education approve the quote received from Panoramic Window & Door Systems, Inc. for the repair of windows in classroom 92. The quote of \$6,800.00 includes the removal/repair of two courses of brick and the repointing of exterior brick. ATTACHMENT FI-5

Motion to Table Sally Kurtzman 2nd Emma Masset

In favor: Diane Cole, Emma Masset, Tacia Johnson, Sally Kurtzman

Opposed: Glen Plotsky

Motion carried

FI 6 & FI 7 were voted on after Executive Session – the Resolutions were carried over from a previous meeting, but erroneously omitted from the Agenda. Diane Cole had to leave prior to the vote on these resolutions.

FI 6. BE IT RESOLVED, the Montague Board of Education accept the Comprehensive Annual Financial Report for the Montague Board of Education for the fiscal year ended June 30, 2016, as prepared by Nisivoccia & Company LLP.

Motion to table Resolution FI-1

Made by Sally Kurtzman 2nd by Emma Masset

Discussion to table this resolution until Nisivoccia can make full presentation to Board.

Motion to accept report withdrawn by Glen Plosky - New motion by Linda Spinapolice to table Resolution FI-1

In favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky

Diane Cole had to leave meeting due to work commitment

Motion carried

FI 7. BE IT RESOLVED, the Montague Board of Education approve the Corrective Action Plan, based on the Report of Audit for the Montague Board of Education for fiscal year end June 30, 2016 with the following recommendations:

- **2016-01 Financial Planning, Accounting and Reporting:** *The District obtain County Superintendent's approval for transfers from any general fund appropriation account that exceeded 10 percent of the budgeted amount and for transfers to an administration appropriation account that exceeded 10 percent of the budgeted amount as per N.J.A.C. 6A:23A-13*
- **2016-02 School Purchasing:** *The required professional service files are maintained in order to demonstrate compliance with Pay-to-Play regulations for professional service contracts.*
- **2016-03 Application for State School Aid:** *The number of students reported on the A.S.S.A. for low income students is supported by the District's work papers. It is also recommended that extra care be taken to ensure a current year application for free and reduced price meals is maintained on file for all students reported as low income and that income eligibility is correctly determined for all students reported as low income on the A.S.S.A.*

Motion Glen Plotsky 2nd Emma Masset

In favor: Emma Masset, Tacia Johnson, Sally Kurtzman, Glen Plotsky
Diane Cole had to leave meeting due to work commitment

Motion carried

Personnel

P-1 - BE IT RESOLVED, that the Montague Board of Education approve Rocco Pinzone to clear sidewalks and as needed parking lots during inclement weather. Mr. Pinzone will be paid at his overtime rate.

Motion Emma Masset 2nd Sally Kurtzman

Discussion to change wording from Rocco Pinzone to custodial staff to clear sidewalks and as needed parking lots outside of normal working hours during inclement weather at \$25.00 per hour.

P-1 - BE IT RESOLVED, that the Montague Board of Education approve custodial staff to clear sidewalks and as needed parking lots during inclement weather at a rate of \$25.00 per hour outside of normal working hours at an hourly rate.

Motion for amended resolution by Emma Masset 2nd Sally Kurtzman

In Favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky

Opposed: Diane Cole

Motion carried

P-2 - BE IT RESOLVED, that the Montague Board of Education approve the hiring of Reyna Carreno as a paraprofessional for the remainder of the 2016-2017 school year at the salary of \$20,133.25 prorated.

Motion Emma Masset 2nd Sally Kurtzman

Discussion: Diane Cole asked if this recommendation was made by the Personnel Committee; no. Bob Walker told the Board that this candidate is a certified teacher who speaks Spanish; she will be an asset to the school. Tacia questioned if it is okay for the CSA to make recommendation without meeting with the committee. Gary Kraemer said he did not have policy, but will review.

In Favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky

Opposed: Diane Cole

Motion carried

P-3 - BE IT RESOLVED, that the Montague Board of Education approve the hiring of Barbara Shupe Zappile as teacher substitute

Motion Diane Cole 2nd Sally Kurtzman

Discussion: Is it okay for us to hire a substitute who does not live in New Jersey? Gary Kraemer believes it is okay, but will check.

In Favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky, Diane Cole

Opposed: None
Motion carried

P-4 - BE IT RESOLVED, that the Montague Board of Education approve the maternity leave for Laura Moroney from April 3, 2017 thru May 29, 2017.

Motion Sally Kurtzman 2nd Emma Masset

In Favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky, Diane Cole

Opposed: None

Motion carried

P-5 - BE IT RESOLVED, that the Montague Board of Education accept, with regret, the resignation of John Cantelmo effective February 28, 2017.

Motion Glen Plotsky 2nd Emma Masset

In Favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky, Diane Cole

Opposed: None

Motion carried

P-6 - BE IT RESOLVED, that the Montague Board of Education approve the advertisement for a temporary substitute science teacher from April 3 through May 29, 2017.

Motion Glen Plotsky 2nd Emma Masset

In Favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky, Diane Cole

Opposed: None

Motion carried

Curriculum

C-1 - BE IT RESOLVED, that the Montague Board of Education adopt the 2017-2018 School Calendar
ATTACHMENT A

Motion Emma Masset 2nd Diane Cole

In Favor: Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky

Abstained: Tacia Johnson

Motion carried

C-2 - BE IT RESOLVED, that the Montague Board of Education approve the submission for grant monies through NJEA Hipp Foundation for Excellence in Education.

ATTACHMENT B

Motion Glen Plotsky 2nd Sally Kurtzman

In Favor: Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky

Abstained: Tacia Johnson

Motion carried

New Business

BE IT RESOLVED, that the Montague Board of Education seek RFPs for the following:

Board Attorney

Auditor

IT Services

Architect

Motion Sally Kurtzman 2nd Diane Cole

Discussion, amend the list for RFP requests to be:

Insurance

Auditor

Architect

Motion for amended RFP list by Sally Kurtzman 2nd Diane Cole

In Favor: Tacia Johnson, Sally Kurtzman, Emma Masset, Glen Plotsky

Abstain: Diane Cole

Motion carried

Executive Session:

BE IT RESOLVED, that the Montague Board of Education recess and proceed to executive session to discuss personnel matters including CSA. No action will be taken.

Motion to open Executive Session at 10:59 p.m.

Motion Sally Kurtzman 2nd Emma Masset

All in Favor – No Opposed

Motion to close Executive Session at 11:35 p.m.

Motion Emma Masset 2nd Sally Kurtzman

All in Favor – No Opposed

Adjournment

Motion Emma Masset 2nd Glen Plotsky

All in Favor – No Oppose