

**Montague Board of Education  
Annual Reorganization  
Meeting– 6:00 P.M  
January 3, 2017  
Minutes**

**Call to Order**

**Roll Call**

	<b>Present</b>	<b>Absent</b>
Gayle Andriac	X	
Diane Cole	X	
Tacia Johnson	X	
Sally Kurtzman	X	
Emma Masset	X	
Glen Plotsky	X	
Linda Spinapolice	X	

**Others Present:**

- X-Robert Walker, Interim Chief School Administrator/Principal
- X-Tina Palecek, School Business Administrator/Board Secretary
- X-Gary Kraemer, Esq., Board 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 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 last year, there have been ongoing reports of continual harassment, the most recent of which occurred during recent workshop meeting. 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.**

**I. Report of Election Results – Tina Palecek, Business Admin /Bd. Sec.  
3 Year Term:**

<b>Diane Cole</b>	<b>1050</b>
<b>Linda K. Spinapolice</b>	<b>1008</b>
<b>Sally R. Kurtzman</b>	<b>973</b>
<b>Write in</b>	<b>469</b>

**II. Oath of office for newly elected Board members.**

Oath of office was administered by Board Secretary, Tina Palecek for Diane Cole, Linda K. Spinapolice, and Sally R. Kurtzman.

Annual Code of Ethics review was given to all Board Members and Receipt of Code of Ethics signed and returned to the Board Attorney.

**III. New Business:**

**1. Open nominations for Board President (by Board Secretary)**

#1 Sally Kurtzman nominates Tacia Johnson

#2 Emma Masset nominates Diane Cole

#3 \_\_\_\_\_ nominates \_\_\_\_\_

**Close nominations for Board President**

Motion by Linda Spinapolice 2<sup>nd</sup> by Glen Plotsky

All in Favor – no opposed

Motion carried

**2. BE IT RESOLVED, that the Montague Board of Education vote upon candidates for Board President (Each Board member will be asked to verbally indicate who they vote to be elected Board President).**

Motion Sally Kurtzman 2<sup>nd</sup> Gayle Andriac

Mrs. Andriac – Diane Cole

Mrs. Cole – Tacia Johnson

Ms. Johnson – Diane Cole

Mrs. Kurtzman – Tacia Johnson

Ms. Masset – Diane Cole

Mr. Plotsky – Tacia Johnson

Mrs. Spinapolice – Tacia Johnson

**3. Election of President**

**BE IT RESOLVED, that Tacia Johnson is hereby elected as President of the Board of Education, effective January 3, 2017 for a term prescribed by law.**

Motion by Glen Plotsky 2<sup>nd</sup> by Linda Spinapolice

In favor – Glen Plotsky, Linda Spinapolice, Gayle Andriac, Diane Cole, Sally Kurtzman, Tacia Johnson.

Abstain – Emma Masset

Motion carried

**4. Open nominations for Board Vice President (by President)**

#1 Linda Spinapolice nominates Diane Cole

#2 \_\_\_\_\_ nominates \_\_\_\_\_

#3 \_\_\_\_\_ nominates \_\_\_\_\_

**Close nominations for Board Vice President**

Motion by Glen Plotsky 2<sup>nd</sup> by Linda Spinapolice  
All in favor – no opposed  
Motion carried

**5. BE IT RESOLVED, that the Montague Board of Education vote upon candidates for Board Vice President (Each Board member will be asked to verbally indicate who they vote to be elected Board Vice President).**

Motion by Linda Spinapolice 2<sup>nd</sup> by Sally Kurtzman

Mrs. Andriac – Diane Cole  
Mrs. Cole – Obstain  
Ms. Johnson – Diane Cole  
Mrs. Kurtzman – Diane Cole  
Ms. Masset – Diane Cole  
Mr. Plotsky – Diane Cole  
Mrs. Spinapolice – Diane Cole

**6. Election of Vice President**

**BE IT RESOLVED, that Diane Cole is hereby elected as Vice President of the Board of Education, effective January 3, 2017, for a term prescribed by law.**

Motion by Sally Kurtzman 2<sup>nd</sup> by Linda Spinapolice  
All in Favor/ No Opposed  
Motion carried

**7. Appoint Board Secretary (N.J.S.A. 18A: 17-5)**

**BE IT RESOLVED, that Tina Palecek be appointed as Board Secretary, (N.J.S.A. 18A: 17-5), effective January 3, 2017, for a term prescribed by law.**

Motion by Sally Kurtzman 2<sup>nd</sup> by Diane Cole  
All in Favor/ No Opposed  
Motion carried

**8. Designation of Meetings (18A: 10-6)**

**WHEREAS, the Open Public Meetings Act requires the Board of Education to provide notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board.**

**NOW THEREFORE, BE IT RESOLVED, BY THE Board of Education of the Township of Montague that the following notice of regularly scheduled meetings be adopted beginning at 6 p.m. and held in the Montague Elementary School Cafeteria:**

**Notice of 2017 Public Meetings**  
**Montague Board of Education**  
**475 Route 206**  
**Montague, NJ 07827**  
**6:00 PM**

**Workshop Dates**

**Board Meeting Dates**

**Re-Organization Meeting January 3, 2017**

**February 7, 2017**  
**March 7, 2017**  
**April 4, 2017**  
**May 2, 2017**  
**June 6, 2017**  
**July 11, 2017**  
**August 1, 2017**  
**September 12, 2017**  
**October 3, 2017**  
**November 14, 2017**  
**December 5, 2017**

**February 14, 2017**  
**March 14, 2017**  
**April 18, 2017**  
**May 9, 2017**  
**June 13, 2017**  
**July 18, 2017**  
**August 8, 2017**  
**September 19, 2017**  
**October 10, 2017**  
**November 21, 2017**  
**December 19, 2017**

**Public Hearing on the Budget: April 26, 2017**

**2018**  
**January 3, 2018      Wednesday**  
**(in case of inclement weather- January 4, 2018)**  
**Annual Re-Organization Meeting**

**BE IT FURTHER RESOLVED**, that the aforesaid notice of regularly scheduled meetings be kept posted in the Elementary School on the community bulletin board located outside the front office at 475 Rt. 206 North, Montague, New Jersey.

**BE IT FURTHER RESOLVED**, that the aforesaid notice be filed with the Clerk of the Township of Montague.

**NOTE:**

- 1. Special Public Meetings where official action is taken will be scheduled as needed with proper notice.***
- 2. Closed Executive Sessions with the public excluded for discussion of personnel, legal matters, negotiations, or any other exception as defined in NJSA 10:4-12 will be authorized as needed by resolution during public meetings or by special notice.***

Motion \_Glen Plotsky 2<sup>nd</sup> Gayle Andriac

All in Favor to approve the presented Meeting dates for 2017 with the corrections made during the re-organization meeting.

All in Favor

Motion carried

**9. Bank Depositories**

**BE IT RESOLVED, that the Board of Education of the Township of Montague approve the following banks to act as a depository for public funds, and that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below:**

<u>ACCOUNT</u>	<u>SIGNATORIES</u>	<u>BANK</u>
<b>General Fund and Capital Reserve Acct.</b>	<b>Board President Board Secretary Treas. Of School Monies</b>	<b>Sussex Bank</b>
<b>Payroll Agency</b>	<b>Payroll Clerk Treas. Of School Monies Board Secretary</b>	<b>Sussex Bank</b>
<b>Payroll Account</b>	<b>Payroll Clerk Treas. Of School Monies Board Secretary</b>	<b>Sussex Bank</b>
<b>Unemployment Insurance</b>	<b>Payroll Clerk Board Secretary</b>	<b>Sussex Bank</b>
<b>Summer Savings</b>	<b>Payroll Clerk Board Secretary Treas. Of School Monies</b>	<b>Sussex Bank</b>
<b>Student Council</b>	<b>Board Secretary Accounts Payable Treas. Of School Monies</b>	<b>Sussex Bank</b>
<b>Cafeteria Account</b>	<b>Lunch Program Coord. Board Secretary Treas. Of School Monies</b>	<b>Sussex Bank</b>
<b>N.J. Cash Management</b>	<b>Board Secretary Accounts Payable Treas. Of School Monies</b>	<b>Citi Fund Services</b>

Motion by Gayle Andriac 2<sup>nd</sup> by Linda Spinapolice  
Discussion: Emma Masset requested the Board Secretary to look at the other banks for better interest rates.  
All in Favor  
Motion Carried

**10. Establishment of Procedure for Signing of Checks**

**WHEREAS, the Montague Board of Education desires to establish procedures for authorized signatures to be placed on the various categories of checks issued by the Board;**

**BE IT RESOLVED, that the signatures of the Board President, the Board Secretary and the Treasurer of School Moneys shall be required on checks issued in payment of bills; and**

**BE IT FURTHER RESOLVED, that the signatures of the Board President and the Treasurer of School Moneys and the original signature of the Board Secretary or Chief School Administrator shall be required on all checks included on the bills list; and**

**BE IT FURTHER RESOLVED that the signature of the Treasurer of School Monies shall be required on all checks issued on the Payroll Agency account.**

Motion by Diane Cole 2<sup>nd</sup> by Linda Spinapolic

All in Favor

Motion Carried

**11. Designation of Official Newspaper for Legal Notices**

**BE IT RESOLVED, That The New Jersey Herald and the Times Herald Record be designated the official newspapers for legal notices.**

Motion by Sally Kurtzman 2<sup>nd</sup> by Linda Spinapolic

All in Favor

Motion Carried

**12. Board Policies**

**BE IT RESOLVED, that the written Bylaws, Board Policies, Regulations, and Job Descriptions previously and duly adopted are hereby adopted by this Board and shall govern all actions and business to come before this Board.**

Motion by Linda Spinapolic 2<sup>nd</sup> by Sally Kurtzman

All in Favor

Motion Carried

**13. Petty Cash Fund**

**WHEREAS, the Board of Education has established a petty cash fund for the purpose of making immediate payments of comparatively small amounts; and**

**WHEREAS, the State Board of Education has amended N.J.A.C. 6:20-2.10 to establish requirements, which strengthen the fiscal controls and accountability for petty cash funds.**

**BE IT RESOLVED, upon recommendation of the Business Administrator that the Montague Board of Education approve the following Petty Cash Account to be established and replenished by the rules and regulations for Petty Cash Funds:**

**CENTRAL BOARD OFFICE - \$200 – Signatory: Business Administrator/Accounts Payable. Individual amounts are not to exceed \$200.00**

Motion by Diane Cole 2<sup>nd</sup> by Emma Masset

All in Favor  
Motion Carried

Motion to Adjourn Re-Organization Meeting  
Motion by Glen Plotsky 2<sup>nd</sup> by Emma Masset  
All in Favor  
Motion Carried  
Re-Organization Meeting closed at 6:38pm

Motion to Open Regular Meeting  
Motion by Emma Masset 2<sup>nd</sup> by Linda Spinapolic  
All in Favor  
Motion Carried  
Regular Board of Education Meeting opened at 6:39pm

#### **IV Regular Agenda**

##### **Presentations:**

A presentation by Mr. William Schroeder, Partner, Nisivoccia & Company LLP, the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016 was scheduled; however, there was no representative of Nisivoccia at the meeting.

Mrs. Higbie presented to the Board information regarding the difference between Common Core and New Jersey State Standards. Mrs. Higbie discussed new clarification and expansion in the testing language regarding expectations of the Standards. Mrs. Higbie told the Board the Montague curriculum, when it was developed, is very close to being ready to go with very little “tweaking”. Her suggestion is for an educator to be the one who makes any/all changes and not a secretary. The changes could be made using a search/find/replace method to facilitate accurate transition. She also recommended all changes be in red to make them stand out.

Mrs. Higbie noted Montague’s high scores in comparison to the other schools in Sussex County; we are one of the top two in the County. She stated that the high scores are a reflection of the teachers in the Montague School.

Out of the 1200 different parts of the Standards only 200 have been or are being changed. Many of those 200 changes are clarification only. The real focus of the New Jersey State Standards for Kdg – 5<sup>th</sup> students is teaching students to read, at 6<sup>th</sup> grade the focus shifts to reading to learn.

Linda Spinapolic asked for clarification on whether the Standards are Federal or State. Mrs. Higbie explained that Common Core was never truly a Federal program and only included Math and Language Arts. New Jersey wants to add additional guidelines for Social Studies and Science. Mrs. Spinapolic also asked if a committee needed to be created to address these changes, but Mrs. Higbie believes any work associated with Standard changes can be handled by Montague educators because there are so few changes that will change the Montague curriculum.

Changes to Language Arts and Math need to be completed and implemented by September 2017. Social Studies and Science have not been done yet. When Social Studies and Science are done, it will be more intensive especially for unit plans that are suggested by the State. Our unit plans are done, but need to be more specific for each grade level including materials used in the classroom.

Diane Cole noted it appears the classroom teachers can complete this task themselves; special groups and extra money like last time will not be needed. Mrs. Higbie agreed, but stated educators would need time to do the necessary work. Mrs. Higbie did add at this time she could not definitively say if special groups or committees would be needed to complete future tasks in updating the Standards.

The Board thanked Mrs. Higbie for her presentation.

No further presentations were made.

There will be an Executive Session after Public Comments are completed. Action may or may not be taken

**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 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 \_6:56p.m.**

Motion by Sally Kurtzman 2<sup>nd</sup> by Gayle Andriac

All in Favor

Motion carried

Krista Thomas, This year we have larger class sizes and our PARCC scores are high, therefore, she wanted to recommend to the Board that the Administration and Board stay focused on what needs to be done to keep scores high.

John Mannion congratulated everyone on their appointments to the Board of Education and wished the Board success in the upcoming year with fewer roadblocks, complaints with a positive outcome for the year. He wanted to make sure the Board knew that Montague Township voted the previous week to make 1/22-1/28/2017 is Montague Township School Choice Week. He was not sure why the Township did not communicate this to the School Board, but wanted to make sure it was known. He then passed out information on the designated week to all Board members, Board Attorney, CSA, and SBA/BA

Deb Hotalen addressed the Board to remark on the positive feedback Montague received in PATCH as #20 in the State of New Jersey for teachers out of 520 school districts, and #1 in Sussex County for PARCC scores. She noted that Montague's success is due to the work and support of former Superintendent Janice Hodge and Assistant Principal, Christopher Gregory. Tacia Johnson asked where this article was printed. Robert Walker noted the article being referenced was in the December 13, 2016 edition and agreed to give a short presentation at the next meeting to help clarify the newspaper report. Ms. Hotalen also stated to those present that Montague should be proud of this accomplishment and that it is nice to finally see positive articles in the paper since the NJ Herald only seems to write negative articles. Mrs. Hotalen added Montague doesn't have sports and things like other schools so this is a hats-off good thing for Montague.

Christine Bisl addressed the Board. Mrs. Bisl addressed the Board to comment on her perception that Janice Hodge, former CSA, helped stop the turmoil and she hopes it will continue this year.

**Motion to close public comment at 7:05pm**

Motion by Glen Plotsky 2<sup>nd</sup> by Emma Masset

All in Favor

Motion carried

**Approval of Minutes**

None at this time

**Committee Action Items**

**Policy**

Diane Cole informed the Board of the need for an add-on to Montague Township Board of Education Policy 3327 to include the need to have monthly logs of communications with the Board Attorney submitted to the BA/BS for comparison of bills submitted by the Board Attorney.

Additionally, add on to Montague Township Board of Education Policy 9126 – Board Attorney. Add every three years the Board of Education should seek RFP's for the Attorneys who may be interested in serving as counsel to the Board of Education this will also apply to all professional hires who are interested in serving the Board of Education

Motion to approve first reading by Tacia Johnson 2<sup>nd</sup> by Sally Kurtzman

Discussion, Glen Plotsky wanted to add that these changes all flow from the conclusion of the OLFAC report

All in Favor

Motion carried

**Superintendent Report**

Mr. Robert Walker communicated that the day was wonderful and that he had met with all teaching staff at a staff meeting that morning and paraprofessionals throughout the day. He told the Board that he is already impressed with the teaching staff and their commitment to educating our students. Mr. Walker also had an opportunity to meet many students by visiting several classrooms. He also told the Board that he will have an open door policy to ensure all staff and faculty voices can be heard.

Mr. Walker discussed the idea of bringing back some of the out-of-district students because he believes Montague can do a better job and reduce costs. Mr. Walker commented on the long bus rides for some students and that even if it means putting out some money it would be a savings to the District. Mr. Walker communicated Assistant Principal Christopher Gregory will be assisting him in reviewing this possibility. They will present their recommendations after a full review.

Mr. Walker is excited to work with Tina Palecek, Christopher Gregory, staff, and faculty. In his 42 years in education he has found that listening and giving credit to those who deserve it make for an organization grow.

Also noted were the issues facing the building itself; there appears to be a significant issue with the HVAC and heat in the building. This will have to be addressed sooner rather than later.

### **Correspondence**

No correspondence to present at this time

### **Liaison Report**

Gayle Andriac went to the Port Jervis Board of Education meeting on December 20, 2016. Mrs. Andriac reported the meeting only lasted one-hour, their meetings are absolutely wonderful. ASK will be an instrumental concert on January 14, 2017 at 2pm and 7pm. Mrs. Andriac also reported Port Jervis has recently hired 4 new teachers, 6-support staff, and 1-guidance personnel. The next Port Jervis Board meeting is scheduled for January 17, 2017, at 7pm.

### **Personnel**

No personnel business to discuss

### **Finance/Insurance**

Emma Masset requested a time to meet with School Business Administrator, Tina Palecek to discuss Budget and Insurance. A meeting was scheduled for January 6, 2017.

### **FI 1. 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 Glen Plotsky 2<sup>nd</sup> by Linda Spinapolice

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, Gayle Andriac, Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky, Linda Spinapolice

Motion carried

### **FI 2. 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 to table Resolution FI-2

Made by Linda Spinapolice 2nd by Glen Plotsky

In favor: Tacia Johnson, Gayle Andriac, Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky, Linda Spinapolice

Motion carried

**FI-3 BE IT RESOLVED, the Montague Board of Education approve Kevin McAtee of Hoffman, Vance, and Worthington to complete the Impact Aid Analysis for the 2017-2018 School year not to exceed \$3,000.**

Motion by Emma Masset 2<sup>nd</sup> by Diane Cole

Discussion – Diane Cole questioned what Impact Aid means for the Montague School. Mr. Walker explained that Impact Aid is money given to Districts who have more than 10% of their land taken off the tax rolls by Federal Government. Kevin McAtee has been completing Impact Aid applications for school districts since the 1980's and is an expert in getting the maximum amount of aid possible for a school. Mr. Walker has worked with him in the past and can vouch for his professionalism and ability to get maximum dollars for Montague. If approved Mr. McAtee would have the authority to represent Montague to secure the most money. Tina Palecek told the Board that Mr. McAtee and his firm, Hoffman, Vance and Worthington have completed the Impact Aid for Montague for several years as indicated by the files located in the Board Office. Ms. Johnson requested clarification regarding the fact that Montague has been submitting and receiving Impact Aid in the past – this is just the first time the Board was told of the Aid and process. Mrs. Palecek and Mr. Walker confirmed that clarification and explained the reason for this Board agenda item at this time was to remain transparent and ensure full Board knowledge of all financial activities.

In favor: Tacia Johnson, Gayle Andriac, Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky, Linda Spinapolice

Motion carried

### **Building, Grounds and Transportation**

Linda Spinapolice reported that she will be getting together with Tina Palecek to go over the Long Range Facilities Plans. They will go over all lists and begin the process even though the State does not have the software yet. Mrs. Palecek went through the outdated list with Bill Jeskey, custodian, to determine the status of items. Mrs. Palecek reported we have to wait for the new software before we can submit a formal list, however, her review with Mr. Jeskey produced 23 items being removed including new construction items, old items already done, and items determined to not be needed. Current needs are being reviewed to ensure any new lists made are accurate. A walk-thru of the facility identified items that can be removed from the grounds to increase storage areas and decrease debris.

**FI-4 BE IT RESOLVED, the Montague Board of Education approve the extension of Christopher Lessard's per diem contract by no more than 80 hours to allow the completion of Board of Education Meeting Minutes and the completion of Title 1 Repts due to NJ DOE**

Motion by Sally Kurtzman 2<sup>nd</sup> by Diane Cole

Discussion: Ms. Johnson did not realize Mr. Lessard was doing the minutes. Mrs. Palecek explained he requested he complete them because he had already started them. He has several items that still needed to be completed for Title 1 and he wanted to finish the job he started. Mrs. Masset wants to know what his rate is and how much he has been paid to date.

In favor: Tacia Johnson, Gayle Andriac, Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky, Linda Spinapolic

Motion carried

**Unfinished Business**

No unfinished business to discuss

**New Business**

No new business

**Executive Session**

**BE IT RESOLVED, the Montague Board of Education will recess and proceed to Executive Session to discuss legal issues, personnel matters specifically the CSA and custodian vacancies and ethics grievance. Action may or may not be taken.**

**Motion to open Executive Session at 7:40pm**

Motion by Glen Plotsky 2<sup>nd</sup> by Emma Masset

All in Favor

Motion carried

**Motion to close Executive Session at 9:15pm**

Motion by Glen Plotsky 2<sup>nd</sup> by Gayle Andriac

All in Favor

Motion carried

**Motion to resume Regular Meeting Agenda at 9:15pm**

Motion by Linda Spinapolic 2<sup>nd</sup> by Diane Cole

All in Favor

Motion carried

**AD-1 BE IT RESOLVED, approves payment of \$41,116.67 with clarification on the item of Home Bound Instruction for the tuition of three seventh grade students for the 2015-2016 school year as approved by the State of New Jersey Department of Education and legal counsel.**

Motion by Glen Plotsky 2<sup>nd</sup> by Linda Spinapolic

In favor: Tacia Johnson, Gayle Andriac, Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky, Linda Spinapolic

Motion carried

**AP-1 BE IT RESOLVED, the Montague Board of Education accept the recommendation of the Administration to hire Rocco Pinzone as a full time custodian with six-months to obtain his Black Seal at a salary of \$29,500 step seven with no health benefits at six-months for the salary to be reevaluated once Black Seal has been obtained.**

Motion by Linda Spinapolicc 2<sup>nd</sup> by Sally Kurtzman

Discussion: Gary Kraemer requested clarification of salary being reevaluated at six-months or when Black Seal is obtained. Ms. Johnson clarified that Mr. Pinzone has six-months to obtain his Black Seal and once obtained the salary would be revisited.

Consideration would be made after Black Seal is obtained. Mrs. Palecek requested an effective date of hire. Ms. Johnson answered January 4, 2017.

In favor: Tacia Johnson, Gayle Andriac, Diane Cole, Sally Kurtzman, Emma Masset, Glen Plotsky, Linda Spinapolicc

Motion carried

### **Adjournment**

Motion by Gayle Andriac 2<sup>nd</sup> by Glen Plotsky at 9:20pm

All in Favor

Motion carried