

**Montague Board of Education Meeting
Meeting Minutes
October 3, 2017**

I. Call to Order

II. Roll Call

	Present	Absent
Glen Plotsky, President	X	
Diane Cole, Vice President	X	
Gayle Andriac	X	
Sally Kurtzman	X	
Emma Masset	X	
Tacia Johnson		X
Linda Spinapolice		X

Others Present:

Timothy Capone - Chief School Administrator
Tina Palecek – Business Administrator/Board Secretary

III. Flag Salute

IV. 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.

V. Announcement of Executive Session

BE IT RESOLVED, that the Montague 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 6:03 pm
Motion Gayle Andriac 2nd Emma Masset
All in Favor
None Opposed
Motion Carried

Motion to close Executive Session at 7:13 pm
Motion Emma Masset 2nd Gayle Andriac
All in Favor
None Opposed
Motion Carried

Motion to reopen Regular Meeting at 7:14 pm
Motion Emma Masset 2nd Gayle Andriac
All in Favor
None Opposed
Motion Carried

VI. Approval of Minutes
a. May 9, 2017
b. June 6, 2017

Motion: Diane Cole

Second: Sally Kurtzman

Discussion: Glen Plotsky – since all who are present tonight can vote on both meetings, we will vote on these both together with one vote.

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
<u>YES</u>	<u>X</u>	<u>X</u>	<u>X</u>		<u>X</u>	<u>X</u>		<u>5</u>
<u>NO</u>								
<u>ABSTAIN</u>								
<u>ABSENT</u>				<u>X</u>			<u>X</u>	<u>2</u>

VII. CSA Report

a. Recognition

i. Sharon Reiners

1. Mrs. Palecek presented Mrs. Reiners with a plaque on behalf of the Board of Education. Board members expressed their appreciation to Mrs. Reiners also.

ii. Nancy Wright

1. Mr. Capone explained a Lacrosse grant that Mrs. Wright secured for the school. The grant details are attached to these minutes (Attachment 1)

b. Presentations

i. EI Associates – Referendum Update

1. Michael Wozny gave an update to the Board regarding the present status of the proposed Referendum. Mr. Wozny discussed the steps taken to date including the completion of schematic designs, cost estimates, and obtaining signatures necessary for NJDOE submission for State approval. The next step for EI would be for Board of Education approval for detailed designs so once the Referendum passes we can immediately go out for bid to ensure all work is completed during the summer and will not interfere with the start of school in the fall of 2018.

- a. Mrs. Palecek added that the roof project will include a standing seam metal roof that will have a life-expectancy of 40-50 years as opposed to the current flat roof which historically only has a 12-15 year life expectancy. Mr. Wozny agreed with Mrs. Palecek and even projected a lifespan of a standing metal roof to exceed 50-years without the need for replacement like we currently face now.

2. Mr. Wozny gave a cost estimate for the project’s three-phases at \$3,584,670.00. The three-phases are: roof replacement, underground fuel storage tank removal and above-ground replacement, and removal and replacement of asbestos tiles and/or mastic from the hallway in front of library and 10-classrooms.

ii. Christopher Gregory – Safety Report

1. **Mr. Gregory reported the following were conducted to date:**
 - a. **Fire Drill – September 21, 2017**
 - b. **Lock-Down Drill – September 22, 2017**
 - c. **Bus Evacuation Drill – September 18, 2017**
- iii. **Christopher Gregory – PARCC Report**
 1. **Mr. Gregory presented a PowerPoint presentation on the Montague School PARCC results from last year (Attachment 2)**
- iv. **Charles Fletcher – Hooked on Fishing**
 1. **Mr. Fletcher explained the State funded fishing club Hooked-on Fishing-Not on Drugs, HOFNOD, to the Board. This program includes multiple opportunities for students and their families to engage in the fishing experience at no cost to the district. (Attachment 3)**
- v. **Cori Harrington – Guatemalan Trip**
 1. **Ms. Harrington explained the opportunity currently available for her to go to Guatemala the week of October 9, 2017. This educational trip will facilitate virtual and distance learning for the students of Montague at no cost to the District. (Attachment 4)**
- vi. **The Chief School Administrator/Principal, Mr. Capone, reported on his trip to Washington DC for a NAFIS Conference. NAFIS provides Aid to schools at a set funding formula dependent upon land taken off of the tax rolls due to governmental ownership. Unfortunately, Mr. Capone has discovered through his participation at the NAFIS conference and other meetings he has attended, that Montague is currently not being funded at 100%; we are under-funded by \$169,000.00 each year. Mr. Capone stressed the need for our District to be represented in every forum possible to ensure maximum Aid for the District and reduce the burden to the tax payers of our community.**
- vii. **Mr. Capone was also invited to be a on a Committee by NJASA which would also enhance Montague’s ability to participate and give our input on State matters that impact the Montague School.**
- viii. **Back to School Night was a success. Great participation – full-house. Teachers did an outstanding job. Great communication opportunity with parents; expect increased parental involvement.**
- ix. **Exercise USA was September 28, 2017**
 - x. **Mr. Capone also commented on his preliminary discussions with other schools regarding Career and Tech Education, CTE, including funding options in hopes of expanding our school offerings.**

VIII. SBA Report

- a. **Mrs. Palecek discussed her work with EI Associates in preparation for Referendum activity for roof, asbestos flooring removal/replacement, and underground tank removal/replacement.**
- b. **An application to be included in a State ERate Consortium was discussed.**
- c. **The District’s annual audit is scheduled for next week. As an additional Internal Control mechanism, Mrs. Palecek has scheduled an additional follow-up review**

with the auditors to ensure the transition period after Mrs. Reiners' retirement maintains full compliance.

IX. Correspondence

Letter from Montague Association for the Restoration of Community History dated September 22, 2017 was discussed. (Attachment 5)

Liaison Report

No report for Port Jervis liaison

Mr. Plotsky did attend the High Point Regional High School Board of Education meeting in September. At that meeting Mr. Plotsky was allowed to address the Board and requested an Ad Hoc committee be created with up to 4-5 High Point Board Members and 3 Montague Members to develop communication between the school boards. Mr. Plotsky was told the established Public Relations committee could do that; Mr. Plotsky does not believe that will meet the current needs of the two schools in regards to addressing issues of concern and/or our students.

Public Session

Motion to open public comment at 8:24 pm

Motion Gayle Andriac 2nd Emma Masset

All in Favor

None Opposed

Motion Carried

George Gelderman, 402 Deerfield Lane – We could have a problem with our sound system if it is the same as the 600MH system that was recently sold by the Federal Government, we will not be allowed to use the microphones we currently utilize; it will be illegal. The system, if the same, could pick-up private cell phone conversations when in use. There is a give back program that will allow for an exchange of certain microphones.

Motion to close public comment at 8:26 pm

Motion Emma Masset 2nd Gayle Andriac

All in Favor

None Opposed

Motion Carried

Second Executive Session – as discussed by Board of Education President at the beginning of the meeting, if the first Executive Session lasted too long a second one would be put on the agenda.

BE IT RESOLVED, that the Montague 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 8:26 pm

Motion Sally Kurtzman 2nd Emma Masset

All in Favor

None Opposed

Motion Carried

Motion to close Executive Session at 9:46 pm
Motion Gayle Andriac 2nd Sally Kurtzman
All in Favor
None Opposed
Motion Carried

Motion to reopen Regular Meeting at 9:46 pm
Motion Sally Kurtzman 2nd Diane Cole
All in Favor
None Opposed
Motion Carried

X. Action Items

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the Special Education Tuition Contract Agreement between Montague Board of Education and Hamburg Borough Board of Education at \$2,514.28 a month for 10-months and \$1,308.55 a month for 10-months for a total: \$38,228.30 for student ID #240030 for the 2017-2018 School year commencing September 2017 and ending June 2018.

Motion: Gayle Andriac

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	<u>X</u>	<u>X</u>	<u>X</u>		<u>X</u>	<u>X</u>		<u>5</u>
NO								
ABSTAIN								
ABSENT				<u>X</u>			<u>X</u>	<u>2</u>

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the September 30, 2017 bill list attached and listed below:

	Check Numbers	Amount
Regular Bill List	23499-23568	\$466,655.65
Student Council	1659	\$146.87

Motion: Gayle Andriac

Second: Sally Kurtzman

Discussion: Several bills were questioned and explanations provided to the Board's satisfaction.

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Special Education Tuition Contract Agreement between the Montague Board of Education and Lakeland Regional Board of Education for tuition at \$495.09 per diem, 1:1 Aide at \$254.53 per diem for a total cost of \$134,931.60 for student ID #17396 for the 2017-2018 School Year commencing in September 2017 and ending in June 2018

Motion: Gayle Andriac Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the PEEC field trip to take place on October 16, 2017 including busing. The students are expected to leave the school at 9:00am and return by 2:00pm.

Motion: Sally Kurtzman Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Anti-Bullying Summit Field trip to take place on October 18, 2017 including busing. The students are expected to leave the school at 8:15am and return by Montague's dismissal time.

Motion: Diane Cole Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the NJ School of Conservation field trip to take place on April 17, 2018 including busing. The students are expected to leave the school at 8:45am and return by 2:45pm.

Motion: Gayle Andriac Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-7, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the WOW Career Exploration Field Trip scheduled for October 25, 2017 to the Sussex County Technical School

Motion: Gayle Andriac

Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-8, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the Bell Choir Field Trip to WSUS Radio Station on December 6, 2017 including necessary busing.

Motion: Emma Masset

Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-9, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the District Band Field Trip to High Point Regional High School on January 11, 2018 including necessary busing.

Motion: Gayle Andriac

Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

A-10, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the creation of the Montague Township School's Fishing Club.

Motion: Diane Cole

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X			X		4
NO								
ABSTAIN					X			1
ABSENT				X			X	2

P-4, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the appointment of Eric Gumustekin as the Confidential Executive Assistant to the School Business Administrator/Board Secretary at \$50,000.00 per year on or about October 18, 2017.

Motion: Diane Cole

Second: Gayle Andriac

Discussion: Mr. Capone, the salary should indicate it will be prorated from the start date of Mr. Gumustekin. Ammended as follows:

P-4, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the appointment of Eric Gumustekin as the Confidential Executive Assistant to the School Business Administrator/Board Secretary at \$50,000.00 per year prorated effective on or about October 18, 2017.

Ammended Motion: Diane Cole

Amended Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

P-5, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the hiring of a special education teacher for the 2017-2018 School Year

Motion: Sally Kurtzman

Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

P-6, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve the hiring of a 1:1 Aide for the 2017-2018 School Year

Motion: Gayle Andriac

Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

P-7, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve Cori Harrington for Professional Development days on October 9, 2017 and October 10, 2017.

Motion: Emma Masset Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

P-8, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve Chuck Fletcher as the Volunteer Director of the Montague Township School's Fishing Club.

Motion: Emma Masset Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

P-9, BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Board of Education approve Leslie Coolong and Carl Ferrier as the 8th Grade Student Advisors per the MEA Agreement

Motion: Diane Cole Second: Gayle Andriac

Roll Call	GP	GA	SK	LS	EM	DC	TJ	Total
YES	X	X	X		X	X		5
NO								
ABSTAIN								
ABSENT				X			X	2

XIII Administration

None

XIV Unfinished Business

Mrs. Cole – Are we going to have a list of how many students are in each school? Mr. Capone said that will be reported out each month and since there is another meeting this month it will be reported at that time.

XV New Business

None

XVII Adjournment

Motion Emma Masset 2nd Gayle Andriac

All in Favor

None Opposed

Motion Carried