

**Montague Board of Education Meeting
Regular Meeting Minutes
April 17, 2018
6:00 pm**

I. Call to Order

II. Roll Call

	Present	Absent
Glen Plotsky, President	X – Arrived at 6:55pm	
Linda Spinapolice, Vice President	X	
Gayle Andriac		X
Sally Kurtzman	X	
Emma Masset	X	
Diane Cole	X	
Charles Teufert	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

VI. 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 6:02 pm

Motion Charles Teufert 2nd by Emma Masset

All in Favor

None Opposed

Motion Carried

Motion to close Executive Session at 8:13 pm

Motion Emma Masset 2nd by Charles Teufert

All in Favor

None Opposed

Motion Carried

Motion to reopen Regular Meeting at 8:13 pm

Motion Charles Teufert 2nd by Sally Kurtzman

All in Favor

None Opposed

Motion Carried

VII. Approval of Minutes
a. March 6, 2018

Motion: Linda Spinapolice motion to approve with correction to A7 as noted by Board President Second: Charles Teufert

Discussion: Duplicate tail-end wording on A7 needs to be corrected.

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

VIII. CSA Report

Mr. Capone reported to the Board of Education regarding academic performance of the Montague Students. Mr. Capone utilized a PowerPoint presentation to support the data reported.

Montague’s poverty rate is at over 44% this school year; this information is important when comparing Montague’s performance with other schools with a much lower poverty rate. It also raises awareness of the unique needs of Montague students compared with other students within Sussex County.

- Grade 3 Math – top seven in county in Math performance
 ELA - Second in the county in English

- Grade 4 Math – top third
 ELA – fourth

- Grade 5 Math – 2nd
 ELA – Highest in the County

- Grade 6 Math – 40% - this is the Grade level with the most troubles
 ELA – Average

- Grade 7 Math – Third
 ELA – 7th

- Grade 8 Math – 4th
 ELA – Average

Summary comparison based on performance reports and identifies three areas, ELA Scores, Math Scores, and Chronic Absenteeism. As a general comparison Montague came in third in Math and seventh in ELA. We consistently perform average or within the top handful of schools. With the exception of our sixth graders our overall performance is very high. We know internally that our teachers are doing a great job and our curriculum is aligned. In the next few months, we will be trying to publicize the high academics of our students and the success we are having. The overwhelming conclusion is our students are performing well.

Facilities: Mr. Capone reported that changes to the front lobby are being pursued in accordance with the NJ State Police recommendations. Additionally, looking at personnel scanners to know who is in building at any point in time. Our custodial staff has been working on reducing if not fixing roof leak issues, but after the rain and westerly wind yesterday, unfortunately, 12 new leaks

were discovered. We will continue to do what we can internally to correct this decade-old problem.

Budget: We need to set priorities to ensure our needs are met. We have a lot of needs that need to be addressed. A priority list must be completed so funds can be allocated to ensure we can address identified issues and make progress.

IX. SBA Report

Mrs. Palecek passed out a handout on the current budget preparations and reported on the progress of the budget and the items that have impacted the budget. Mrs. Palecek reported she received a four-page document from the county containing their requests, changes, and comments regarding the Montague budget. Mrs. Palecek discussed tax relief back to the taxpayers totaling \$212,695 and the operating budget needed for the 2018-2019 at \$8,923,344.00.

Mrs. Palecek also let the Board know that we have not heard back from NJ Fish and Game from our complaint in conjunction with Mr. Utter's letter.

X. Correspondence

Letter received last month from Mark Utter regarding hunting on school property

XI. Liaison Report

a. Non-voting Member Report - None

XII. Public Session

Motion to open public comment at 8:38 pm

Motion Charles Teufert 2nd by Linda Spinapolice

All in Favor

None Opposed

Motion Carried

Dawn Marion, River Road, let the Board Members know about an airing of the Classroom Close-Up Montague Preschool Program will be airing on May 13, 2018 and June 10, 2018.

Krista Thomas, Elm Court, Mrs. Thomas expressed her gratitude for her daughter's expected preparation to go into Spanish 2 as a Grade 9 student. She also asked what the budget percentage was for the 2018-2019 School Year. She then thanked the Board for the change and growth of the Montague School.

Cathy Ganza, Sleepy Hollow Road, Thanked the Board for the staff additions of Mr. Stewart and Mrs. Shoch. They are both very positive. On April 13, 2018 the students had the option of eating outside; her children thought that was a great idea. Thank you to whoever thought of it; it was well received. PTA Scholastic book fair, Mrs. Finnegan provided a free book to every child who wanted one. Mrs. Jeskey and Mrs. Marion were noted as supporting her son in his progress and success in his recent assessment.

Mark Utter, Myrtle Drive, Directed his comments at Mrs. Masset when he asked if an earlier comment she made regarding his letter to the Board regarding hunting. He communicated he wrote the letter, but could not get it to the school; he hand delivered it to Mrs. Masset. He then

read his letter to the Board. Mr. Utter recommended posting the property with safety zone signs to stop hunting.

Motion to close public comment at 8:38 pm

Motion Emma Masset 2nd by Linda Spinapolice

All in Favor

None Opposed

Motion Carried

Mrs. Palecek addressed the attendees regarding the proposed tax increase in the 2018-2019 School Year budget. It was explained that the budget cap of 2% can be exceeded without public referendum vote when bank cap and health benefit adjustments are utilized. Bank cap is the percentage remaining from a budget less than the 2% allowable; because Montague did not have full 2% increases for multiple years, the remaining percentages is “banked” and available to the district. If a district exceeds the available banked cap and health benefit adjustment then the budget would need a public referendum vote. Montague has not exceeded the allowable percentage allowing the Board of Education authority to decide on the budget.

Action Items

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the April 17, 2018 - Bill List attached and listed below:

	Check Numbers	Amount
Regular Bill List	#A:23935-A:23991	\$314,519.17

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Board Secretary Reports:

- November 2017
- December 2017
- January 2018
- February 2018

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

F-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the following Montague Board of Education Treasurer Reports:

November 2017
December 2017
January 2018
February 2018

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

F-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the cancellation of outstanding checks from school years prior to the 2017/2018 school year.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the renewal of the Bollinger Specialty Group Student Accident Insurance as proposed at an annual premium of \$1,506.00 effective July 1, 2018.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the track meet with Sussex Wantage School on April 26, 2018 including busing to High Point Regional High School

Motion: Charles Teufert Second: Linda Spinapolicc

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the track meet with Kittatinny School on May 15, 2018 including busing to Kittatinny High School

Motion: Charles Teufert Second: Linda Spinapolice

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education adopt the proposed 2018-2019 School Year.

Motion: Charles Teufert Second: Diane Cole

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve parent contracts for transportation to be paid at the New Jersey State Rate.

Motion: Charles Teufert Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education seek a RFP for Special Counsel.

Motion: Diane Cole Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve Extended School Year for Pre-Kindergarten, Kindergarten, and 1st Grade, beginning July 2, 2018 and ending July 26, 2018, from 8:30 am – 12:30 pm (Monday through Thursday, except July 4th, including July 6th).

Motion: Charles Teufert Second: Linda Spinapolice

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-7 BE IT RESOLVED, at the recommendation of the Superintendent and after discussion with the Montague Board of Education, that the Board authorize the purchase of “posted” signs for the purpose of having our property posted and the accepting the donation of time and effort from Mr. Mark Utter to post said signs. The purchase of said signs shall not exceed \$500.00.

Motion: Diane Cole Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-8 BE IT RESOLVED, at the recommendation of the Superintendent Montague Board of Education, that the Board to send a communication be sent to residents of the roads that border the school property to notify them that school property is a non-hunting safety zone.

Motion: Diane Cole Second: Charles Teufert

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

A-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve our students to go to the picnic at High Point Regional High School on May 23, 2018.

Motion: Glen Plotsky Second: Emma Masset

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the attendance of Erkan Gumustekin at a Comprehensive Financial Audit preparation conference hosted by Nisivoccia in Rockaway New Jersey on April 12, 2018 at a cost of \$100.00 plus mileage.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the transfer of Reyna CarrenoSanchez from full-time Paraprofessional to temporary part-time Paraprofessional/part-time English Language Arts teacher effective April 18, 2018 ending June 30, 2018.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the transfer of Monica Higbie from English Language Arts/Social Studies teacher to permanent substitute teacher effective April 18, 2018.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education rescind the posting of the Social Worker position approved at the March 6, 2018 meeting.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education rescind the posting of the temporary English Language Arts/Social Studies position for 2017/2018 school year approved at the March 6, 2018 meeting.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education rescind the posting of the English Language Arts/Social Studies position for 2018/2019 school year approved at the March 6, 2018 meeting.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Rebecca Dann, as Special Education Teacher, according to the Montague Education Association contract for BA Step 3 for the 2018/2019 school year.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Paola Marino, as Special Education Teacher, according to the Montague Education Association contract for \$58,096.00 MA + 15 Step 7, for the 2018/2019 school year.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Danielle LaStarza, as Paraprofessional, at an hourly rate of \$15.52, effective on April 12, 2018.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the hiring of Kelly Edsall, as the School Psychologist, MA + 30 Step 13, effective July 1, 2018.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve posting for a School Nurse position for Extended School Year program for the 2018/2019 school year.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve posting for an anticipated School Nurse position for the 2018/2019 school year.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve STEM Teacher Job Description.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the posting of 2 Special Education Teachers for the Extended School Year Program 2018/2019.

Motion: Charles Teufert Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

P-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the posting of 3 Paraprofessionals for the Extended School Year Program 2018/2019.

Motion: Charles Teufert

Second: Sally Kurtzman

Roll Call	GP	GA	SK	LS	EM	DC	CT	Total
YES	X		X	X	X	X	X	6
NO								
ABSTAIN								
ABSENT		X						1

XV Unfinished Business

- Underground Oil Tank
- Asbestos Tile
- Roof
- Eye Screener -
 - Mr. Teufert updated the Board of his recent attendance at a vision trade show which included eye screener presentations. Mr. Teufert explained that there is a huge variation in screener results depending on who does the screening; which is consistent with all machines. Mr. Teufert expressed the need to have one person complete screenings to maintain consistency. He also expressed there may be a need to pay someone to complete the screenings – not the nurse. Mr. Teufert suggested an optometrist student several years into their studies as the administrator.
- Auditory Screener
- Front Main Entrance Safety Upgrade
- Budget Goals
 - Pre-K Program/Special Education
 - Transportation
 - Facilities
 - Professional Development – Delayed Openings

XVI New Business

Mr. Capone told the Board that there is a picnic at High Point Regional High School on May 23, 2018 for our current grade eight students. High Point has the expectation that Montague students will participate and that the Montague Board will pay for transportation. Moreover, High Point has recently communicated a list of scheduled events and dates for the 2018/2019 School year with the same expectation of Montague’s full participation and payment for same. Mr. Capone expressed a need to have a discussion regarding the picnic and any/all other events scheduled by High Point that require Montague student participation and the Board’s financial obligation to pay.

Mrs. Spinapolice noted that this is the same issue that we experienced earlier this year.

Mr. Capone agreed and expressed his concern that Montague is not part of the planning process, but still financially obligated. Other visitations are paid by the school extending the invitation.

Mr. Plotsky expressed concern that the 2018-2019 School Year events scheduled by High Point could conflict with events planned by Montague. He also communicated a concern regarding short-notice to participate combined with the financial obligation on Montague.

Mr. Capone expressed his desire for the students to attend, but concern that Montague has been given no choice regarding financial obligations.

Mr. Teufert asked if this was the same for other schools.

Mr. Capone responded no because they are part of the region.

Mr. Teufert and Mrs. Kurtzman expressed their concern that unexpected transportation costs have the potential to negatively impact our budget.

Mrs. Spinapolice expressed concern regarding a lack of notification that would allow us to make the necessary arrangements.

Mr. Capone also communicated the need to revisit the PreK program. He would like to open up registration to 4-year olds first and once those students are exhausted open up registration to three-year olds. He expressed a concern that limiting students in PreK to only four-year olds is not in Montague's best interest.

Mr. Plotsky agreed that the priority should be the four-year olds, then three-year old, and finally students from outside of the Montague District.

Mr. Teufert asked how many seats will be available in each classroom.

Mr. Capone explained that historically registration starts during this time of year with additional registration in August.

Mrs. Spinapolice asked how students would be chosen, first-come-first-serve or a lottery?

Mr. Capone replied four-year olds should be accommodated first. Registration will be started and an update will be provided at a future meeting.

XVIII Adjournment

Motion Emma Masset 2nd by Charles Teufert

All in Favor

None Oppose

Motion Carried