

**Montague Township Board of Education Meeting
Special Meeting Agenda
June 29, 2022 - 6:30 pm**

1. CALL TO ORDER at _____

2. ROLL CALL

	Present	Absent
Barbara Holstein, President		
Denise Bogle, Vice President		
Paul Brislin		
Andree Campbell		
Danielle Christmann		
Tasha DeGeorge		
Michael Zernhelt		

Others Present:	<u>Present</u>	<u>Absent</u>
John Nittolo- Acting CSA	_____	_____
Carl Morelli – SBA/BS	_____	_____
Joseph Garcia – Board Attorney	_____	_____

3. FLAG SALUTE - FOLLOWED BY A MOMENT OF SILENCE OR PRAYER

4. MISSION STATEMENT - The mission of the Montague Township School District is to provide the best educational experience and opportunities to realize the potential of every child.

5. LEGAL NOTICE - 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 Sunday New Jersey Herald.

6. CSA REPORT

7. SBA REPORT

8. BOARD PRESIDENT REPORT

9. PUBLIC SESSION

Public comment is invited on all matters pertaining to the school district. All participants shall be permitted four (4) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate.

The board uses the public comment as an opportunity to listen to Citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening.

Motion to open public comment at _____ p.m. Motion _____ 2nd _____ All in Favor ___/Opposed _____

Motion to close public comment at _____ p.m. Motion _____ 2nd _____ All in Favor ___/Opposed _____

10. CORRESPONDENCE

11. BOARD OF THE WHOLE DISCUSSIONS

12. FINANCE

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the SFA to SFA Vended Meals Contract with the High Point Regional High School BOE for the 2022-23 school year.

Moved:		Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the June 9, 2022 through June 29, 2022, 2022 - Bills List attached and listed below:

Fund 10	\$ 20,337.16
Fund 11	\$688,788.55
Fund 20	\$ 70,010.35
Fund 60	\$ 3,855.16
Grand Total	\$782,991.22

Moved:		Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Business Administrator to advertise for bids, when legally necessary, for supplies, equipment, and/or services for the 2022/2023 school year, and to authorize entering into agreements through the New Jersey Cooperative Purchasing Program, Morris County Educational Services, Sussex County Educational Services Commission and Hunterdon County Educational Services Commission when in the best interest of the Montague Township School District.

Moved:		Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following resolution:

WHEREAS, N.J.S.A. 18A:21-2 and N.J.A.C. 6A:23A-14.3(a) permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution; and

WHEREAS, the Montague Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end; and

WHEREAS, the Montague Township Board of Education has determined that up to \$750,000 may be available for such purpose of transfer.

NOW THEREFORE BE IT RESOLVED by the Montague Township Board of Education that it hereby authorizes the District's School Board Administrator to make this transfer consistent with all applicable laws and regulations.

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following resolution:

WHEREAS, N.J.A.C. 6A:23A-14.3(b) permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution; and

WHEREAS, the Montague Township Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end; and

WHEREAS, the Montague Township Board of Education has determined that up to \$250,000 may be available for such purpose of transfer.

NOW THEREFORE BE IT RESOLVED by the Montague Township Board of Education that it hereby authorizes the District's School Board Administrator to make this transfer consistent with all applicable laws and regulations.

Moved:	Seconded:			Discussion:				
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-6 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following resolution:

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3(b) has increased the bid threshold amount for school districts which have a Qualified Purchasing Agent from \$40,000 to \$44,000 effective July 1, 2020.

WHEREAS, the Montague Township Board of Education would like to take advantage of the maximum statutory bid threshold amount of \$44,000 for school districts who do have a Qualified Purchasing Agent.

NOW, THEREFORE, BE IT RESOLVED, that the Montague Township Board of Education establishes and sets the bid threshold amount of \$44,000 for the Board of Education and further authorizes School Business Administrator award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.

Moved:	Seconded:			Discussion:				
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-7 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve to appoint the Business Administrator for the Montague Township Board of Education 2022-2023 school year, as Public Agency Compliance Officer for purchasing and liaison official with the authority to recommend the appropriate corrections to the District's contracting procedures as required by the New Jersey Division of Contract Compliance and Equal Opportunity Office.

Moved:	Seconded:			Discussion:				
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-8 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the chart of accounts for the budgetary process and authorizes the Acting Superintendent and the Business Administrator to implement the 2022-2023 budget and to commit funds within budgetary limitations pursuant to the policies and regulations of the State Board and Montague Township Board of Education.

Moved:	Seconded:			Discussion:				
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-9 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve to authorize the Business Administrator to make regular payments of such standard bills as Health and Dental Benefits, Utilities, Board's Share of Social Security, Pensions, Unemployment Tax, Salaries, Tuition, Transportation and Cafeteria expense bills for the 2022-2023 school year.

Moved:	Seconded:			Discussion:				
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-10 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education authorize payroll deductions for tax sheltered annuities and other depositories authorized by the staff with Equitable, Prudential and Security Benefit for the 2022-2023 school year.

Moved:	Seconded:			Discussion:				
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-11 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the submission of the Special Education Extraordinary Aid (EXAID) application for fiscal year 2021-2022 and acceptance of the grant award.

Moved:	Seconded:			Discussion:				
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-12 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the requisition for taxes for Montague Township for the 2022-2023 school year.

FY2023

July, 2022	\$ 547,708.83
August, 2022	\$ 547,708.83
September, 2022	\$ 547,708.83
October, 2022	\$ 547,708.83
November, 2022	\$ 547,708.83
December, 2022	\$ 547,708.83
January, 2023	\$ 547,708.83
February, 2023	\$ 547,708.83
March, 2023	\$ 547,708.83
April, 2023	\$ 547,708.83
May, 2023	\$ 547,708.83
June, 2023	\$ 547,708.83
TOTAL	\$6,572,445.96

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

13. PERSONNEL

P-1 BE IT RESOLVED, that the Montague Township Board of Education approve **James Andriac** as the Principal and Acting Superintendent for the period of July 1, 2022 to June 30, 2023 at an annual salary of \$135,000, per approval by the County Superintendent and subject to approval of the Commissioner.

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Kelly Boyle**, as a Guidance Counselor, MA (Step B) \$65,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

Moved: Seconded: Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Candace Stout**, as LDTC, part-time, 20 hours per week over a 3-day period with an annual salary of \$50,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

Moved: Seconded: Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Scott Tanner**, as Physical Education/Health Teacher, BA (Step B) \$62,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

Moved: Seconded: Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Allison Worzel**, as School Nurse, BA (Step F) \$70,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

Moved: Seconded: Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-6 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Bonnie Sue Bastin**, as a Special Education Teacher, MA+15 (Step B) \$66,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-7 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Emily Tattersall**, as 2nd Grade Maternity Leave Teacher, BA (Step A) \$60,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-8 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Jennifer Vankirk**, as Interventionist, MA+30 (Step B) \$67,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-9 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve that the Administrative Staff be allowed to carry over all remaining unused vacation days for the 2021-2022 school year into the 2022-23 school year.

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-10 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept the resignation of Employee ID #10870657 effective June 30, 2022.

Moved:		Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-11 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education appoint David Miller, as Internal Pest Management Coordinator for the 2022-23 school year.

Moved:		Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

14. UNFINISHED BUSINESS

15. NEW BUSINESS

16. EXECUTIVE SESSION:

BE IT RESOLVED, that the Montague Township 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 ____ p.m. Motion ____ 2nd ____ All in Favor/Opposed ____

Motion to close Executive Session at ____ p.m. Motion ____ 2nd ____ All in Favor/Opposed ____

Motion to reopen Regular Meeting at ____ p.m. Motion ____ 2nd ____ All in Favor/Opposed ____

17. ADJOURNMENT

Motion ____ 2nd ____ All in Favor/Opposed ____ Time of Adjournment: ____ p.m.