

**Montague Township Board of Education Meeting
Regular Meeting Agenda
March 29, 2022
6:30 p.m.**

1. **CALL TO ORDER** at _____

2. **ROLL CALL**

	Present	Absent
Barbara Holstein, President		
Denise Bogle, Vice President		
Paul Brislin		
Danielle Christmann		
Krista Mikulski		
Glen Plotsky		

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

3. **FLAG SALUTE**

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. **ANNOUNCEMENT OF 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 ____ Motion ____ 2nd ____ All in Favor/Opposed ____

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

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

8. **CSA REPORT: HIB**

9. **SBA REPORT**

10. **BOARD OF THE WHOLE COMMITTEE DISCUSSIONS**

11. **CORRESPONDENCE**

12. APPROVAL OF MINUTES

BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Regular Meeting Minutes and the Executive Minutes of February 14, 2022.

Moved:		Seconded:		Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
YES							
NO							
ABSTAIN							
ABSENT							

BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Regular Meeting Minutes and the Executive Minutes of February 28, 2022.

Moved:		Seconded:		Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
YES							
NO							
ABSTAIN							
ABSENT							

13. PUBLIC SESSION – AGENDA ITEMS

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 _____

14. BUDGET PRESENTATION

BE IT RESOLVED, that the Montague Township Board of Education approve the final 2022-2023 fiscal year school budget and approve the submission of the final 2022-2023 fiscal year school budget to the Sussex County Executive Superintendent of Schools for approval as follows:

<u>EXPENDITURES</u>		<u>REVENUE</u>	
		General Fund	
General Current Expense	\$9,031,862.00	Local Tax Levy	\$6,572,446.00
Capital Outlay	\$ 161,693.00	Tuition Reserve	\$ 0.00
Capital Outlay Equip.	\$ 30,000.00	Fund Balance	\$ 460,000.00
		Federal Impact Aid (revenue)	\$ 196,194.00
Special Revenue Fund	\$1,347,799.00	Maintenance Interest	\$ 120.00
		Capital Reserve Interest	\$ 700.00
		Capital Reserve Withdrawal	\$ 160,000.00
		State Aid	<u>\$ 1,834,095.00</u>
Total Expenditures	<u>\$10,571,354.00</u>	Total General Fund:	\$ 9,223,555.00
		<u>Special Revenue Fund</u>	<u>\$ 1,347,799.00</u>
		Total Revenue	\$10,571,354.00

BE IT RESOLVED, that the Montague Township Board of Education authorize the utilization of Unassigned Fund Balance as of June 30, 2021 in the amount of \$460,000.00 to the 2022-2023 fiscal year budget;

BE IT RESOLVED, that the Montague Township Board of Education authorize the utilization of Federal Impact Aid in the amount of \$196,194.00 to the 2022-2023 fiscal year budget;

BE IT FURTHER RESOLVED that the following GENERAL FUND tax levy be approved to support the 2022-2023 budgets: General Fund Tax Levy \$6,572,446.00.

WHEREAS, the Montague Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500.00 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1, 2022 through June 30, 2023); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Montague Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms, and

BE IT FURTHER RESOLVED, the Montague Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$15,000.00 for all staff and board members.

BE IT RESOLVED that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Moved:	Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
YES							
NO							
ABSTAIN							
ABSENT							

15. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the completed 2022-2023 Preschool Budget Workbook.

Moved:	Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
YES							
NO							
ABSTAIN							
ABSENT							

A-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following Field Trips to be paid from the ARP ESSER Grant:

Date	Attendees/Grade	Location	Cost
March 30, 2022 And April 7, 2022	7th & 8th Grade FFA Students 11 students - 1 adult 5th Grade 25 Students - 3 Adults	Tamerlaine Sanctuary & Preserve	\$40.00
April 8, 2022	5th Grade 25 Students - 5 Adults	Liberty Science Center	\$417.50
April 29, 2022	8th Grade 14 students - 5 Adults	Six Flags Great Adventure	\$1,196.05
May 4, 2022	2nd Grade 30 students - 10 Adults	"Passport to Plants" at the Sussex County Fairgrounds	\$100.00
May 20, 2022	6th Grade 17 students - 2 Adults	Pequest Trout Hatchery	\$50.00 for the day
May 26, 2022	Kindergarten 28 students - 2 Adults	"Down on the Farm" at the Sussex County Fairgrounds	\$84.00
May 27, 2022	7th Grade 35 students - 7 Adults	YMCA Camp Mason	\$1,635.00
May 31, 2022	2nd Grade 30 students - 7 Adults	Claws 'n' Paws Wild Animal Park	\$458.00
June 1, 2022	8th Grade 14 students	High Point Country Club - Roadside Cleanup (community service)	N/C

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
YES							
NO							
ABSTAIN							
ABSENT							

16. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Director of School Facilities job description.

Moved:

Seconded:

Discussion:

Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	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 **Mr. David Miller** as the Director of School Facilities, pending background check, at \$84,000.00 per annum (prorated), to begin on June 1, 2022.

Moved:	Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	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 **Lyndsey Brigham** to full-time bus driver until April 25, 2022.

Moved:	Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	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 the Montague Township School to partner with “Totes Goats” who provide yoga instructions by a certified instructor with live goats. This will be funded by the Wellness Grant.

Moved:	Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	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 Carl Morelli, BA, as the Official Custodian of Records.

Moved:	Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
YES							
NO							
ABSTAIN							
ABSENT							

16. FINANCE

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the March 1, 2022 thru March 29, 2022 - Bill List attached and listed below:

Fund 10	\$ 56,079.80
Fund 11	\$628,140.12
Fund 12	\$ 19,211.80
Fund 20	\$ 36,615.95
Fund 60	\$ 60,577.85
Grand Total	\$800,625.52

Moved:	Seconded:			Discussion:			
Roll Call	Bogle	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
YES							
NO							
ABSTAIN							
ABSENT							

17. PUBLIC SESSION

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Motion to close Public Comment at ____ Motion ____ 2nd ____ All in Favor/Opposed ____

18. UNFINISHED BUSINESS

19. NEW BUSINESS

20. EXECUTIVE SESSION, IF NECESSARY:

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Motion to open Executive Session at ____ Motion ____ 2nd ____ All in Favor/Opposed ____

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

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

21. ADJOURNMENT

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