

**Montague Township Board of Education Meeting
Workshop Action Meeting Agenda
February 8, 2023
6:30 p.m.**

1. **CALL TO ORDER** at _____
2. **OATH OF OFFICE** - The Board Secretary shall administer the oath of office to the newly elected Board member, Christopher Bell
3. **ROLL CALL**

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

Others Present:	<u>Present</u>	<u>Absent</u>
James Andriac - Acting CSA	_____	_____
Carl Morelli, SBA/BS	_____	_____
Joseph Garcia, Esq.	_____	_____

4. **FLAG SALUTE - FOLLOWED BY A MOMENT OF SILENCE OR PRAYER**
5. **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.
6. **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.
7. **PRESENTATIONS**
 - a. HIPP Grant Application presentation by Rachel VanGorden and Lorie Jeskey
 - b. Audit Presentation by Man C. Lee, Partner, Nisivoccia
 - c. Henry Ossi from DMR Architects regarding the Long Range Facilities Plan and submission to the State for approval of our electrical upgrade, classroom expansion, parking and driveway upgrades, new front sign and pole barn

8. 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 ____ 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 ____

9. CSA REPORT

10. SBA REPORT

11. BOARD PRESIDENT'S REPORT

12. CORRESPONDENCE, if any

13. 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 January 11, 2023.

Moved:

Seconded:

Discussion:

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

14. 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 ____ Motion ____ 2nd ____ All in Favor/Opposed ____

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

15. FINANCE AND INSURANCE

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Board Secretary’s Report and the Treasurer of the School’s Monies Report for the month of October 2022. They are both in agreement.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	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 Board Secretary’s Report and the Treasurer of the School’s Monies Report for the month of November 2022. They are both in agreement.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	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 Board Secretary’s Report and the Treasurer of the School’s Monies Report for the month of December 2022. They are both in agreement.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	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 January 12, 2023 through February 8, 2023 - Bill List listed below:

Fund 10	\$ 40,080.94
Fund 11	\$678,802.38
Fund 12	\$ 18,665.32
Fund 20	\$ 70,951.38
Fund 60	\$ 18,914.18
Fund 61	\$ 2,599.14
Grand Total	\$830,013.34

Moved:

Seconded:

Discussion:

Roll Call	Bell	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 David Miller, Facilities Manager, to attend the NJSBGA 25th Annual Expo & Conference at Harrah's Waterfront Conference Center from March 19, 2023 through March 22, 2023 with a total cost of \$827.96. (Registration fee \$325.00, hotel cost \$300.00, mileage cost and tolls \$202.96).

Moved:

Seconded:

Discussion:

Roll Call	Bell	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 2024 Impact Aid Grant submission.

Moved:

Seconded:

Discussion:

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	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 tuition reimbursement to **Employee #10870673** in the amount of \$2,008.50 pursuant to the MEA Contract.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	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 tuition reimbursement to **Employee #59037606** in the amount of \$2,033.50 pursuant to the MEA Contract.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	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 the resignation of **Employee #10870682** effective February 15, 2023..

Moved:		Seconded:			Discussion:			
Roll Call	Bell	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 **GARY DENNISON**, as full time bus driver, Step J, pending background check, if needed, for the 2022-2023 school year, with a start date on or about February 9, 2023.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	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 **Employee #29442001** maternity leave as of September 5, 2023 through approximately January 2, 2024.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	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 **JENNIFER VANKIRK**, as full-time LDTC, Step D/MA+30 (prorated) for the 2022-2023 school year.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	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 **MELISSA NEAMAND**, Photography Club Advisor, to receive a \$1,000 stipend per the MEA Agreement. (Photography club was approved with Ms. Neamand as Club Advisor for the 2022-23SY on October 12, 2022).

Moved:		Seconded:			Discussion:			
Roll Call	Bell	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 **SCOTT TANNER and CHRISTINE ASCHOFF**, as Archery Club Advisors with a \$1,000 stipend each per the MEA Agreement for the 2022-23 school year.

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

P-9 BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the creation of “The Friend Zone” club with Ashley Bongiorno and Alexandria Zeim as club advisors with a \$1,000 stipend each per the MEA Agreement for the 2022-23 school year.

Moved:

Seconded:

Discussion:

Roll Call	Bell	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 accepts the retirement of **DENISE BELLINI** effective July 1, 2023.

Moved:

Seconded:

Discussion:

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

17. BUILDINGS AND GROUNDS

BG-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve R.D. Sales Door & Hardware, LLC, Ed Data Bid #11660/23 in the amount of \$7,145.00 for the installation of a classroom door and a door for the faculty/staff professional area.

Moved:

Seconded:

Discussion:

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

BG-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the MEA's Request for Use of Facilities or Grounds for the following: Cafeteria and bathroom usage on Thursday, March 16, 2023 from 2PM to 7PM to have Optical Academy come to the school to provide discounted eye exams and display a large assortment of eyeglass frames and accessories for purchase. This event will be open to all staff members, families, friends and the community.

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

BG-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve DMR Architect's proposal and submission to the State for approval of our electrical upgrade, classroom expansion, parking and driveway upgrades, new front sign and pole barn with a fee not to exceed \$35,000 which will include the initial approval process of submitting the projects to NJDOE, additional field verifications, NJDOE Submission, writing an Educational Specification and the NJDOE fee for the educational review by the State of approximately \$10,000.

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

18. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Sussex County Educational Services Commission - 2023-2024 Rate Sheet which includes Northern Hills Academy Tuition Rates.

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

A-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Educational Services Commission of Morris County Rates of Services for the 2023-2024 school year..

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

A-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Agreement to provide Legal Services between Montague Township Board of Education and Matthew J. Giacobbe, Esq., of Cleary Giacobbe Alfieri Jacobs, LLC, commencing July 1, 2022 until June 30, 2023.

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

A-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Sussex County Educational Services Commission - CST Support Services Agreement to provide BCBA services for Montague School District from November 1, 2022 to June 30, 2023.

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

A-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the submission of the HIPP Grant Application by Rachel Van Gorden.

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

19. LIAISON REPORTS

- High Point - Tasha DeGeorge
- Montague PTA - Danielle Christmann
- Sussex County Charter/Tech School - Andree Campbell
- School Board Association

20. 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 ____ Motion ____ 2nd ____ All in Favor/Opposed ____

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

21. UNFINISHED BUSINESS

22. NEW BUSINESS

23. EXECUTIVE SESSION, IF NECESSARY:

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 ____

24. ADJOURNMENT

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