

**Montague Township Board of Education Meeting  
Regular Action Meeting Agenda  
June 28, 2023**

1. **CALL TO ORDER** at \_\_\_\_\_

2. **ROLL CALL**

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

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

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. **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 \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

Motion to close Executive Session at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

Motion to reopen Regular Meeting at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

**7. CSA REPORT**

- HIB
- School events
- Security

**8. SBA REPORT**

**9. BOARD PRESIDENT’S REPORT**

**10. CORRESPONDENCE, if any**

**11. 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 \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

Motion to close Public Comment at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

**12. FINANCE**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the June 15, 2023 through June 28, 2023 - Bill List attached and listed below:

Fund 10	\$ 21,932.75
Fund 11	\$ 540,392.96
Fund 12	\$ 0.00
Fund 20	\$ 61,780.17
Fund 60	\$ 14,544.90
Fund 61	\$ 9,137.76
Grand Total	\$ 647,788.54

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

**F-2. BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Tuition Contract dated June 13, 2023 between the Montague Board of Education and Lakeland Andover School for Student ID 3811650735 for the 2023-2024 school year commencing September 1, 2023, (total number billable days will be 180), with a tentative total tuition of \$58,500.00.

<b>Moved:</b>		<b>Seconded:</b>			<b>Discussion:</b>			
<b>Roll Call</b>	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**F-3. BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Tuition Contract dated June 5, 2023 between the Montague Board of Education and Broadstep Academy for Student ID 160002 for the 2023-2024 school year commencing July 5, 2023 (total number billable days will be 210 days - 180 days September through June = \$121,581.00 plus 30 days for July through August = \$20,263.50), with a tentative total tuition of \$141,844.50.

<b>Moved:</b>		<b>Seconded:</b>			<b>Discussion:</b>			
<b>Roll Call</b>	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**F-4. BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve a contract with BOXX Modular, Inc., of Exton, PA for a 24 month lease for four (4) classroom modules with restrooms for a cost of \$59,127. for delivery and installation, including ADA ramp and platform between two units, plus \$7,135. per month lease for 24 months. TIPS Awarded Contract #200902.

<b>Moved:</b>		<b>Seconded:</b>			<b>Discussion:</b>			
<b>Roll Call</b>	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**13. PERSONNEL**

**P-1. BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve **GREGORY BRENNAN** as Interim School Business Administrator/Board Secretary, pending background check, effective July 1, 2023 through June 30, 2024 at an annual rate not to exceed \$93,600.00.

<b>Moved:</b>	<b>Seconded:</b>			<b>Discussion:</b>				
<b>Roll Call</b>	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**P-2. BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following Administrative Staff Individual Contracts for the 2023-2024 school year:

Priscilla Ortiz, Vice Principal

Mark Romano, Director of Technology/Project Manager

David Miller, Director of School Facilities

James Cicalese, Transportation Coordinator

Melinda Tanzola, Administrative Assistant to School Business Administrator/Human Resources

Dana Berry, Administrative Assistant to the Board Secretary/HR/NJ Smart & Realtime Student Data Manager

Danielle Conklin, CSA Confidential Secretary/Food Service Coordinator/Public Relations

<b>Moved:</b>	<b>Seconded:</b>			<b>Discussion:</b>				
<b>Roll Call</b>	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**P-3. BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **JESSICA COPPOLINO**, Library-Media Specialist, twenty (20) days per diem for the summer of 2023 at the agreed upon rate per the MEA agreement.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **KELLY BOYLE**, Guidance Counselor, twenty (20) days per diem for the summer of 2023 at the agreed upon rate per the MEA agreement.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **MEGAN FAZZIO**, Teacher, twenty (20) days per diem for the summer of 2023 at the agreed upon rate per the MEA agreement.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **SAMANTHA FROST**, Social Worker, to the 2023-2024 School Improvement Panel (ScIP) Members, required by the TeachNJ Act.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **MICHAEL D'AMORE**, as Security Guard and School Safety Specialist for the 2023 summer Extended School Year at an hourly rate of \$25.00 commencing July 5, 2023 through July 25, 2023.

**Moved:**

**Seconded:**

**Discussion:**

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 accept the resignation of Employee #31850373 effective August 31, 2023.

**Moved:**

**Seconded:**

**Discussion:**

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 to employ **RENÉ METZGAR**, part-time as needed, to provide Business Office Services in the public schools, under the control of said Board of Education commencing July 1, 2023 to June 30, 2024, at an hourly rate of \$75.00/hour to be paid semi-monthly as per timesheets submitted.

**Moved:**

**Seconded:**

**Discussion:**

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

**14. POLICIES**

**PL-1. BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Multidimensional Leadership Performance Rubric (MLPR) as the 2023-2024 Administrator (Vice Principal, Asst. Principal, Director, etc.) evaluation instrument for the Montague Township School District.

<b>Moved:</b>	<b>Seconded:</b>			<b>Discussion:</b>				
<b>Roll Call</b>	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**15. 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.**

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Motion to close Public Comment at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

**16. UNFINISHED BUSINESS**

**17. NEW BUSINESS**

**18. 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.

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Motion to close Executive Session at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

Motion to reopen Regular Meeting at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

**19. ADJOURNMENT**

Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_ Time of Adjournment: \_\_\_\_