

**Montague Township Board of Education Meeting  
Regular Action Meeting Agenda  
March 22, 2023  
6:30 p.m.**

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

2. **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.	_____	_____

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 \_\_\_\_\_ 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 \_\_\_\_\_

7. **CSA REPORT**

- HIB report
- Security/Safety Drills
- On going school events
- February's Students of the month
- Superintendent Roundtable Award Recipient

8. **SBA REPORT - 2023-24 Budget Presentation**

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 AND INSURANCE**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the acceptance of the ARP-ESSER and Subgrant Awards listed below:

Total ARP ESSER - \$986,882

**Subgrants:**

Accelerated Learning Coaching & Educator Support Grant - \$50,000

Evidence-Based Summer Learning & Enrichment Activities Grant - \$40,000

Evidence-Based Comprehensive Beyond the School Day Activities Grant - \$40,000

NJTSS Mental Health Support Staffing Grant - \$45,0000

**Moved:**

**Seconded:**

**Discussion:**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**F-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the March 9, 2023 through March 22, 2023 - Bill List listed below:

Fund 10	\$ 29,785.80
Fund 11	\$327,406.62
Fund 12	\$ 304.00
Fund 20	\$ 32,072.80
Fund 60	\$ 1,636.71
Fund 61	\$ 822.38
Grand Total	\$392,028.31

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

**F-3 BE IT RESOLVED** that the Montague Township Board of Education approve the final 2023-2024 fiscal year County approved school budget as follows:

**EXPENDITURES**

<b>General Current Expense</b>	<b>\$9,633,281.00</b>
<b>Capital Outlay</b>	<b>\$1,230,000.00</b>
<b>Special Revenue Fund</b>	<b>\$2,579,439.00</b>
<b>Total Expenditures</b>	<b><u>\$13,442,720.00</u></b>

**REVENUE**

**General Fund**

<b>Local Tax Levy</b>	<b>\$6,572,446.00</b>
<b>Tuition Reserve</b>	<b>\$ 0.00</b>
<b>Fund Balance</b>	<b>\$ 663,467.00</b>
<b>Federal Impact Aid (revenue)</b>	<b>\$ 165,599.00</b>
<b>Maintenance Interest</b>	<b>\$ 120.00</b>
<b>Capital Reserve Interest</b>	<b>\$ 700.00</b>
<b>Ex Aid</b>	<b>\$ 95,886.00</b>
<b>State Aid</b>	<b><u>\$2,135,063.00</u></b>
<b>Total General Fund:</b>	<b>\$9,633,281.00</b>
<b>Capital Reserve Withdrawal</b>	<b>\$1,230,000.00</b>
<b>Special Revenue Fund</b>	<b>\$ 2,579,439.00</b>
<b>Total Revenue</b>	<b><u>\$13,442,720.00</u></b>

<b>Moved:</b>		<b>Seconded:</b>			<b>Discussion:</b>			
<b>Roll Call</b>	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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, the Montague Township Board of Education accept, the resignation of Employee #90970492 effective May 15, 2023.

<b>Moved:</b>		<b>Seconded:</b>			<b>Discussion:</b>			
<b>Roll Call</b>	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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, the Montague Township Board of Education accept, the resignation of Employee #36940054 effective May 16, 2023.

<b>Moved:</b>		<b>Seconded:</b>			<b>Discussion:</b>			
<b>Roll Call</b>	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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, the Montague Township Board of Education accept, the resignation of Employee #10870688 effective March 31, 2023.

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

**P-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the following salary adjustments and corrections:

- A. Ashley Bongiorno, Teacher, to reflect the correct salary step of BA/B
- B. Samantha Frost, Social Worker, to reflect the correct salary step of MA/B
- C. Sheridan Kapuscinski, Teacher, to reflect the correct salary step of BA/A
- D. Alexandria Zeim, Teacher, to reflect the correct salary step of BA/B

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

**14. BUILDINGS AND GROUNDS**

**BG-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the approve PTA’s request for Use of Facilities for the following: Sunday, May 21, 2023 - 11:00 a.m. to 3 p.m. - Soccer field, cafeteria and bathroom usage candy bar bingo (hours include setup and clean up)

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

**BG-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Preschool’s Request for Use of Facilities or Grounds for the following: Cafeteria, gymnasium and bathroom on Friday, May 12, 2023, 4:00 p.m. to 8:30 p.m. for their PreK Prom (hours include setup and clean up)

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

**15. ADMINISTRATION**

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Thursday, June 15, 2023 for 8th Grade Graduation (time TBD).

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

**A-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Tuesday, June 13, 2023 for Preschool Graduation (ceremony 6PM to 7PM).

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

**A-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the completed 2023-2024 Preschool Budget Workbook.

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

**A-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Memorandum of Understanding between the Montague Township Public School District and the Sussex County Sheriff.

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

**A-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Tuition Contract between Montague Township School District and Broadstep Academy effective February 21, 2023 for a total of 74 billable days with for Student ID 160002 at a cost for tuition of \$112,364.70 (prorated) and an extraordinary services fee of \$25,200.00 (prorated).

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

**A-6 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the agreement between Montague Township School District and Mastermind Educator Agency for professional development to provide administrators with professional development opportunities to further develop their leadership skills and to provide leadership training and professional learning opportunities for key staff for an amount not to exceed \$10,000.00.

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

**16. LIAISON REPORTS**

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

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

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

**18. UNFINISHED BUSINESS**

**19. NEW BUSINESS**

**20. 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 \_\_\_\_\_ 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 \_\_\_\_\_

**21. ADJOURNMENT**

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