

**Montague Township Board of Education Meeting
Workshop Action Meeting Agenda
October 11, 2023
6:30 p.m.**

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	_____	_____
Michael Bussow, 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. TELEPHONE ZOOM PRESENTATION - Luis Leon of Raptor Technologies - Q/A regarding Raptor system

7. 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
- School events
- Security

9. SCHOOL BUSINESS ADMINISTRATOR REPORT

10. BOARD PRESIDENT’S REPORT

11. CORRESPONDENCE, if any

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 September 13, 2023.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	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 September 27, 2023.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	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. FINANCE

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the September 28, 2023 through October 11, 2023 - Bill List below:

Fund 10	\$ 10,749.67
Fund 11	\$445,441.13
Fund 20	\$ 99,055.68
Fund 60	\$ 3,645.00
Grand Total	\$558,891.48

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, 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 2023/2024 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	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 to appoint the Business Administrator for the Montague Township Board of Education 2023-2024 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	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 chart of accounts for the budgetary process and authorizes the Acting Superintendent and the Business Administrator to implement the 2023-2024 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	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 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 2023-2024 school year.

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

15. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Business Administrator as the Accountability Officer for Federal Grants for the 2023-2024 school year.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **LISA HOEHN** as full time Teacher, Step A/BA (prorated), pending background check, if needed, for the 2023-2024 school year with a start date of October 12, 2023.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **MARGARET LORDEN** as full time Paraprofessional, Step B (prorated), pending background check, for the 2023-2024 school year with a start date of on or about October 12, 2023.

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 the following employee to be charged to the Title 1 Grant for the 2023-2024 school year:

Name	Position	Est. Salary to be charged to grant	% charged to grant	Expense Account Number
Danielle Christmann	Interventionist	\$68,000.00	94%	20-231-100-101-000-000

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 tuition reimbursement to Employee #10870670 in the amount of \$1,937.55.

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

16. BUILDING AND GROUNDS

BG-1 BE IT RESOLVED at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Montague PTA's Request for Use of Facilities or Grounds for the following dates:

1. Friday, October 27, 2023 - 4:30 p.m. to 10:00 p.m. - gym, cafeteria and bathroom usage for their Halloween Dance (hours include setup & cleanup).
2. Friday, November 3, 2023 - 5:15 p.m. to 9:15 p.m. - gym and bathroom usage for their Hypnotist Night with Elijah the Hypnotist (hours include setup & cleanup).

Moved:	Seconded:				Discussion:			
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 Student Council's Request for Use of Facilities or Grounds for Friday, January 19, 2024 - 3:45 p.m. to 10:00 p.m. - gym, cafeteria and bathroom usage for their Winter Dance (with a snow date of Friday, January 26, 2024 - hours include setup & cleanup).

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

17. POLICIES

PL-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the first reading of the attached Strauss Esmay bylaws, regulations and policies. (Hard copies are available for review at the school).

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

18. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the request for the submission of the Elementary and Secondary School Emergency Relief Fund (ESSER II) Late Liquidation Application.

Moved:	Seconded:			Discussion:				Total
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	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 creation of the Montague Township School Chapter of the National Junior Honor Society. *(The National Junior Honor Society is a student group that was established in 1929 in order to help recognize and promote student achievement in the areas of scholarship, character, service, citizenship and leadership. Members have a responsibility to continue demonstrating these qualities and may do so through a variety of projects, fundraisers, and school/community service.)*

Moved:	Seconded:			Discussion:				Total
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **Jessica Coppolino and Emily Hoffman** as National Junior Honor Society advisors with a \$1,000 stipend each per the MEA Agreement for the 2023-24 school year.

Moved:

Seconded:

Discussion:

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 enrollment of Montague Township School District in the 2024 Scripps National Spelling Bee at the cost of \$180.00. *(The program helps educators administer classroom and school spelling bees using resources provided as part of spelling bee enrollment).*

Moved:

Seconded:

Discussion:

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 **Ashley Bongiorno** as Scripps National Spelling Bee Coordinator/Advisor with a \$1,000 stipend per the MEA Agreement for the 2023-24 school year.

Moved:

Seconded:

Discussion:

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

LIAISON REPORTS

- High Point - Andree Campbell
- Montague PTA - Mr. Andriac
- Sussex County Charter/Tech School - Andree Campbell
- School Board Association - Barbara Holstein

19. PUBLIC SESSION

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

20. UNFINISHED BUSINESS

21. NEW BUSINESS

22. 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 ____

23. ADJOURNMENT

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