

**Montague Township Board of Education Meeting**  
**Regular Meeting Minutes**  
**August 9, 2021**  
**6:30 pm**

1. Call to Order  
 6:30 PM

2. Roll Call

	Present	Absent
Denise Bogle, Vice President	X	
Dale Bouma	X	
Paul Brislin	X	
Danielle Christmann-Board Secretary	X	
Barbara Holstein, President	X	
Glen Plotsky		X
Krista Mikulski	X	

Others Present:

John Njttolo- Acting Chief School Administrator  
 Joe Garcia - Board Attorney Via ZOOM

Others Absent:

Carolyn Joseph, SBA/BS

Danielle Christmann as minute-taker for this meeting only.

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. 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

Motion: Denise Bogle Second: Paul Brislin  
Time: 6:32 PM  
All in Favor

Motion to close Executive Session  
Motion: Denise Bogle Second: Paul Brislin  
Time: 7:29 PM  
All in Favor

Motion to reopen Regular Meeting  
Motion: Danielle Christmann Second: Denise Bogle  
Time: 7:29 PM  
All in Favor

#### 7. CSA Report

- Executive order 251 Mask Mandate for school in September. As of now school is a full day (no virtual option) and masks are now mandated.
- Resubmitted SR2 grant to change codes and they approved it already
- Submitted PDP. First goal (district goal) explains how to address individual students.
- Mr. Nittolo encourages parents to call or email to communicate with him.

#### 8. SBA Report

None

9. Committee Reports - Will be discussed further down the agenda.

#### 10. Correspondence -

1. Discussion of previous ethics complaint from a previous board member.

#### 11. Approval of Minutes

**BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Twp. Board of Education approve the minutes of the June 28 Special Meeting.

Moved: Denise Bogle

Seconded: Danielle Christmann

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1



All in Favor

1. Eleanor Murphy - Questions about P-3 (Job descriptions). Which descriptions have people attached to them? Mr. Nittolo states we do not have a vice principal at this time. Many of the positions listed never had a job description attached to them.

Motion to close public comment

Motion: Barbara Holstein      Second: Dale Bouma

Time: 7:46 PM

All in Favor

13. Administrative Items

Finance:

**F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the purchased services agreement for Special Education Services between Montague Township School District with SCESC (Sussex County Educational Services Commission) for the 2021-2022 school year (see attached)**

Moved: Dale Bouma

Seconded: Paul Brislin

Asked Dale and Paul to withdraw their motion. Read it as amended.

**F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the purchased services agreement, with the removal of the CST Social Worker 1 day per week (with a 3% administration fee) from the contract between Montague Township School District with SCESC (Sussex County Educational Services Commission) for the 2021-2022 school year (see attached)**

Motion: Dale Bouma

Second: Denise Bogle

Discussion - From Ed Services Montague School will have a 3 day a week psychologist, as needed LDTC (on call), approving a full time social worker tonight, and a guidance counselor/behaviorist.

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

F-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve July 15, 2021 thru August 9, 2021- Bill List attached and listed below:

Fund 10  
\$180,884.49  
Fund 11  
\$281,732.48  
Fund 20  
\$23,597.59  
Grand Total  
\$486,214.56

Moved: Dale Bouma

Seconded: Danielle Christmann

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

**PERSONNEL**

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the following employees, pending background check, for the 2021-2022 School Year.

Barbara Holstein added - Including P-1 addendum to the agenda as it is written.

Samantha Frost: Social Worker MA Step 1 \$63,000  
Michael Lombardo: Full-Time Custodian Salary \$45,760.  
Christine Aschoff: Health/Physical Education Step 1, BA \$60,000  
Alexandria Zeim: Maternity Leave (two positions) teacher Step 1, BA \$60,000

Darah A. Pinzone: Paraprofessional/Guidance Counselor/Behavioral Specialist \$43,500  
Lawrence Doto: Paraprofessional step C \$27,000  
Karen Moriarty: Bus Driver as per negotiated rate  
Kathleen M. Donovan: Bus driver Step E \$19.50.  
Danielle Conklin: Administrative Assistant to the District Office \$44,000  
Melinda Bellis: BA/BS Administrative Assistant \$48,000  
Tracy Greco: Full-Time Food Service/Cafeteria Manager as per negotiated rate

Paul makes a motion to approve employees 1-8 and number 11, 12, 13, and 14. Attorney says it's a reasonable request. Dale Seconds the motion. The motion is to vote on P-1 but to remove Danielle Conklin and Melinda Bellis and vote on them separate.

**\*Vote to approve Paul's motion\***

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

P-1 is now approving 1-8 and 11-14, excluding 9 and 10 from the list.

P-1 as amended

**BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the following employees, pending background check, for the 2021-2022 School Year.

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Darah A. Pinzone: Paraprofessional/Guidance Counselor/Behavioral Specialist \$43,500

Lawrence Doto: Paraprofessional step C \$27,000

Karen Moriarty: Bus Driver as per negotiated rate

Kathleen M. Donovan: Bus driver Step E \$19.50.

~~Danielle Conklin: Administrative Assistant to the District Office \$44,000~~

~~Melinda Bellis: BA/BS Administrative Assistant \$48,000~~

Tracy Greco: Full-Time Food Service/Cafeteria Manager as per negotiated rate

**Moved: Dale Bouma**

**Seconded: Denise Bogle**

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

Paul originally abstains, but changes his vote to a yes.

Paul makes a motion to approve employees 1-8 and number 11, 12, 13, and 14. Attorney says it's a reasonable request. Dale Seconds the motion. The motion is to vote on P-1 but to remove Danielle Conklin and Melinda Bellis and vote on them separate.

\*Vote to approve Paul's motion\*

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

P-1 is now approving 1-8 and 11-14, excluding 9 and 10 from the list.

P-1 as amended

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~~Melinda Bellis: BA/BS Administrative Assistant \$48,000~~

Tracy Greco: Full-Time Food Service/Cafeteria Manager as per negotiated rate

Moved: Dale Bouma

Seconded: Denise Bogle

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

Paul originally abstains, but changes his vote to a yes.

**P-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the following employees, pending background check, for the 2021-2022 School Year.

Danielle Conklin: Administrative Assistant to the District Office \$44,000  
 Melinda Bellis: BA/BS Administrative Assistant \$48,000

Moved: Dale Bouma

Seconded: Krista Mikulski

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X		X	X		X	5
NO								
ABSTAIN			X					1
ABSENT						X		1

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the following resignation effective immediately:  
 Austin Caldwell: Health /Physical Education

Moved: Dale Bouma

Seconded: Paul Brislin

Discussion: Wish him the best of luck at High Point.

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

**P-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the following JOB DESCRIPTIONS: SEE ATTACHED

Vice Principal  
 Paraprofessional  
 504 Coordinator  
 Administrative Assistant to the District Office  
 BA/BS Administrative Assistant  
 Behavioral Specialist  
 CSA Confidential Secretary  
 Director of Curriculum, Instruction and Assessment  
 Director of Early Childhood Education  
 Food Service/Cafeteria Manager  
 Guidance Counselor  
 Main Office Secretary

Moved: Paul Brislin

Seconded: Danielle Christmann

Discussion: Paul asks if the 504 coordinator is an unpaid position.

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

**P-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the following SCHOOL Calendar for the 2021-2022 school year: SEE ATTACHED

Moved: Dale Bouma

Seconded: Denise Bogle

Discussion: Barbara asked about the professional development delayed openings. They have been reduced. Projected- June 13 for the last day of school. Also, on delayed openings students will still be getting all classes for that day, just shortened periods.

Roll Call	Bogle	Bouma	Brislin	Christmann	Holstein	Plotsky	Mikulski	Total
YES	X	X	X	X	X		X	6
NO								
ABSTAIN								
ABSENT						X		1

**14. Committee of the Whole statement:**

The board took action 6-0-1 to move to a Committee of the Whole Board structure. This decision allows for greater participation in Board discussions and transparency to the public.

The Board received via attachments to their electronic agenda packets an initial guideline for the Board of the Whole from MSU based on Robert's Rules of Order.

The purpose of such a committee is to allow all of the BOE members an opportunity to engage in informal discussions on ideas and proposals which may eventually result in a recommendation to the board.

With this newly adopted governance procedure, I have invited our NJSBA Representative, Kathy Helewa, to the Sept 13, 2021 BOE meeting.

We will discuss informally as Board of the Whole all of the areas covered previously in the standing committees:

Finance & Insurance

Personal

Building and Grounds Transportation

Policy

Public Relations

Curriculum and Child Study Team

We will follow a very informal approach until we meet with Kathy Helewa to incorporate her guidance.

The floor will be opened to the committee of the whole by the presiding officer, who will move through the areas for Board Members and the CSA to then engage in informal discussions.

\*The board had an evaluation of the policies in March 2020 by NJSBA.

Recommendations were made.

\*Public Relations - Bring together the school and community.

Barbara suggested that the presentations come back during the board meetings by students. Bell choir, etc.

#### 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.

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 8:24 pm

Motion: Dale Bouma 2nd - Paul Brislin

All in Favor

1. Andre Campbell - Happy that the board is all working well together.

Motion to close public comment at 8:25 pm

Motion - Danielle Christmann 2nd - Dale Bouma

All in Favor

#### 16. Unfinished Business

NONE

#### 17. New Business

Executive Order 251. Barbara asks parents to look up the Order about students and staff being masked. Barbara expressed she is against this executive order. She believes staff and students should have the choice to wear a mask or not. Mr. Nittolo states we can put a

questionnaire on the website about this topic. Anyone can answer these questions from students, staff, parents, etc.

Many positive compliments go around for the school moving in a positive direction.

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.

Motion to open Executive Session by \_\_\_\_\_ Seconded by \_\_\_\_\_ Time \_\_\_\_\_ All in Favor/Opposed \_\_\_\_\_

Motion to close Executive Session by \_\_\_\_\_ Seconded by \_\_\_\_\_ Time \_\_\_\_\_ All in Favor/Opposed \_\_\_\_\_

Motion to reopen Regular Meeting by \_\_\_\_\_ Seconded by \_\_\_\_\_ Time \_\_\_\_\_ All in Favor/Opposed \_\_\_\_\_

19. Adjournment Motion by Paul Brislin    Seconded by Dale Bouma

Time: 8:37 PM

All in Favor