

**Montague Township Board of Education Meeting  
Regular Meeting Minutes  
December 20, 2021 - 6:30 pm**

**1. CALL TO ORDER at 6:30 p.m.**

**2. ROLL CALL**

	Present	Absent
Barbara Holstein, President	X	
Denise Bogle, Vice President	X	
Dale Bouma		X
Paul Brislin	X (arrived at 6:32 p.m.)	
Danielle Christmann	X (Zoom)	
Krista Mikulski	X (arrived at 7:18 p.m.)	
Glen Plotsky	X	

Others Present:	<u>Present</u>	<u>Absent</u>
John Nittolo- Acting CSA	___X___	_____
Carolyn Joseph – Interim SBA/BS	___X___	_____
Joseph Garcia – Board Attorney	___X___	_____

**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. 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 6:32 p.m.  
Motion Denise Bogle 2<sup>nd</sup> Glen Plotsky Voice Vote: All in Favor

Motion to close Executive Session at 6:49 p.m.  
Motion Paul Brislin 2<sup>nd</sup> Danielle Christmann Voice Vote: All in Favor

Motion to reopen Regular Meeting at 6:49 p.m.  
Motion Glen Plotsky 2<sup>nd</sup> Denise Bogle Voice Vote: All in Favor

**7. CSA REPORT - John Nittolo, Acting CSA.** Shifted to virtual remote learning on December 15, 2021. Dept. of Health asks 3 questions - not staffing or cleaning/sanitizing issues. Do we have enough students to deliver the program properly? On December 14th we were down to 40% attendance. 60% of the school was out on December 14, 2021. The numbers were: 39 students were out for various reasons, 82 close contact students were out, 3 unvaccinated close contact staff members were out, there were 15 positive student cases, 2 positive unvaccinated staff members and 3 positive vaccinated staff members quarantining. Due to numbers that is why it was decided to switch to remote. Daily grab and go lunches all week 11 a.m. to 1 p.m. at the school and at the beach in the country club (arranged by Danielle Conklin). Start Strong Individual results were mailed to all families by Dana Berry and Lynn

Frost. Myself and Ms. Joseph will be having our mid-year budget review on January 14, 2022 with the County Business Administrator and County Superintendent (discussing enrollment, facilities, budget fiscal, curriculum). Our counselor, Ms. Pinzone will be handling executive functions. We are currently working on 6 heating systems in the building. We are calling daily for servicing. Dr. Carrick shared the changing of CDC guidelines regarding quarantining and testing. We are now testing unvaccinated faculty twice weekly as recommended by the Department of Health. Barbara Holstein asked about the school wide summary being available to all board members regarding Start Strong results. All faculty and board members will be provided with the results. Zero HIB investigations.

Motion to recess to reach out to presenters at 6:59 p.m.

Motion Barbara Holstein                      2nd Paul Brislin                      Voice Vote: All in favor

Motion to reopen public and ending our recess session 7:16 p.m.

Motion Denise Bogle                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

**8. PRESENTATIONS**

Audit presentation by Ms. Lee of Nisivoccia - 7:17 p.m.

Motion to have a 5 minute recess at 7:54 p.m.

Motion Barbara Holstein                      2nd Paul Brislin                      Voice Vote: All in favor

Motion to reopen the public portion of the meeting at 8:00 p.m.

Motion Barbara Holstein                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

HVAC presentation by Parette Somjen - 8:00 p.m.

**9. SBA REPORT - Carolyn Joseph, Interim SBA.** Good evening, last week I contacted CDK, our financial, personnel and payroll company to download their Budge Prep program. We have used CDK since 1999 and never used their budget preparation program. This program populates information from the prior and current years and then enables us to input the proposed budget. This allows many types of reports to be generated. Upon completion of the approval of the voters or council, the approved budget is rolled over into the next year. Previously the budgets were done on Excel sheets and had to manually input this information into CDK. This was a cost of \$450. This concludes my report. Krista Mikulski asked if we did not know about this program before? Mr. Nittolo stated they offered it but we didn't purchase it. Sometimes we do not know the program exists until it is brought to our attention. Barbara Holstein stated that we've had a lot of BA turnovers. When Carolyn brought it to Barbara's attention it just made sense to purchase the program.

**10. 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 November 8, 2021.

**Moved: Paul Brislin                      Seconded: Denise Bogle                      Discussion: Paul Brislin**  
**approves Executive Minutes with the note that his name is spelled incorrectly.**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x		x	6
<b>NO</b>								
<b>ABSTAIN</b>						x		1
<b>ABSENT</b>		x						1

**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 November 22, 2021.

**Moved: Denise Bogle                      Seconded: Barbara Holstein                      Discussion: None**

<b>Roll Call</b>	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x		x		x	4
<b>NO</b>								
<b>ABSTAIN</b>				x		x		2
<b>ABSENT</b>		x						1

**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 8:50 p.m.  
 Motion Denise Bogle    2<sup>nd</sup> Glen Plotsky                      Voice Vote: All in Favor

David Miller, 120 Armstrong Road. Comment on HVAC project. Would like the Board to consider other ways for the condensing units to be installed. They can be installed on the outside of the building or mounted to the exterior wall of the building with a line set run versus putting the units on the roof. Another option would be to put a roof top unit on and have supply and return duct work in the ceiling eliminating the unit ventilators in the classroom therefore eliminating the maintenance of the unit ventilators. The condensing unit you put on the roof will have the ability to heat, cool and provide ventilation. Krista asked if the school would have the room to fit it? Yes it would. What is the cost? Unit ventilators are about \$4,000 to \$5,000 each cheaper to run the duct work and eliminate the unit ventilators. Barbara is asking if he is proposing to eliminate the unit ventilators and put in ductwork. The entire project can be done with about 4 rooftop units and the gym can just be exhaust fans. Ventilation would be improved in the gym if exhaust fans are upgraded and would be COVID compliant. Mr. Miller is a facility director in another school for the past 23 years. Barbara Holstein asked Mr. Miller in his public opinion how would he propose that type of counter presentation? Mr. Miller said to go back to Parette Somjen with change orders within their bid. Mr. Nittolo asked if it would create less time disruption in the classroom with time students would have to be out of classrooms? Mr. Miller said yes. The only disruption would be the removal of the existing unit ventilators which would take about a month. This will also be less money. Barbara Holstein thanked Mr. Miller and stated she appreciates him coming to the Board about this.

Motion to close Public Comment at 8:58 p.m.  
 Motion Danielle Christmann    2<sup>nd</sup> Denise Bogle                      Voice Vote: All in Favor

**12. ADMINISTRATION**

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following January 2022 to December 2022 Board of Education hybrid meeting schedule.

January 12, 2022	January 26, 2022
February 9, 2022	February 23, 2022
March 9, 2022	March 23, 2022 (Tentative Budget Approval)
April 13, 2022	April 27, 2022 Public Budget Hearing (Tentative)
May 11, 2022	May 25, 2022
June 8, 2022	June 22, 2022
July 13, 2022	July 27, 2022
August 10, 2022	August 24, 2022
September 14, 2022	September 28, 2022
October 12, 2022	October 26, 2022
November 9, 2022	November 23, 2022
December 14, 2022	December 28, 2022

**Moved: Barbara Holstein    Seconded: Denise Bogle    Discussion:** Glen Plotsky asked, is there a reason why the meetings have been proposed to be moved from Mondays to Wednesdays? Barbara Holstein answered that as the year has progressed it has become more difficult with the timeline of a Monday meeting. Our office staff, our administrative staff are working nights, weekends, fielding phone calls and/or changes to agenda. Our attorney has had to be consulted over the weekend. The purpose is for work to be conducted prior to meeting and after meeting and it can all be done within a routine workday so that the office staff doesn't have to give up their time after school hours. Glen Plotsky said that the secondary purpose is to get him off the Board so he will be done after the February meeting because he cannot attend any of the meetings. Barbara Holstein stated that that was not the goal. If it was, she would have done it in January. Barbara Holstein is working diligently to make sure everything is being done on time. Paul Brislin asked Glen Plotsky if there are any other days of the week that would work with his schedule. Glen Plotsky said there is not.

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x				x		x	3
<b>NO</b>			x			x		2
<b>ABSTAIN</b>				x				1
<b>ABSENT</b>		x						1

**13. PERSONNEL**

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve JULIET MYERS, as substitute teacher, pending background check (if needed) for the 2021-2022 school year.

**Moved: Barbara Holstein Seconded: Denise Bogle Discussion:** Krista Mikulski asked if this is the Juliet Myers we didn't renew? Mr. Nitollo stated this is the faculty member that was removed from the agenda by the BOE. Mr. Garcia cautioned the board not to discuss any employment decisions in open session.

Motion to go back into executive session at 9:07 p.m.

Motion Barbara Holstein 2nd Paul Brislin Voice Vote: All in Favor

Motion to close executive session at 9:19 p.m.

Motion Barbara Holstein 2nd Paul Brislin Voice Vote: All in Favor

Motion to open public at 9:19 p.m.

Motion Barbara Holstein 2nd Glen Plotsky Voice Vote: All in Favor

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x			x	4
<b>NO</b>					x	x		2
<b>ABSTAIN</b>								
<b>ABSENT</b>		x						1

**14. FINANCE**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve November 23, 2021 thru December 20, 2021 - Bill List attached and listed below:

Fund 10	\$ 64,949.47
Fund 11	\$697,194.53
Fund 12	\$ 3,280.38
Fund 20	\$ 78,070.53
Fund 60	\$ 62,097.11
Grand Total	\$905,592.02

**Moved: Glen Plotsky Seconded: Paul Brislin**

**Discussion:**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x	x	x	6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x						1

**F-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the Business Secretary's Report (A-148) and the Treasurer of the School's Monies Report (A-149) for the month of September, 2021. They are both in agreement.

**Moved: Denise Bogle Seconded: Barbara Holstein Discussion: None**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x	x	x	6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x						1



**19. UNFINISHED BUSINESS - NONE**

**20. NEW BUSINESS** - Danielle Christmann stated that what just happened to Glen Plotsky and changing meetings to Wednesday does not sit well with her. She knows she abstained but if she could go back she would vote no. Her opinion just to put on the agenda and not have discussion ahead of time to see if the change worked for everyone really wasn't right. Barbara Holstein replied that the agenda was out and produced since Friday and she was not contacted via email and she guesses that no one contacted John via email or phone call over the weekend. As far as changing the vote, it is a majority vote so it would still stand. Glen Plotsky stated it would have been 3/3 not majority. Danielle Christmann asked what would have happened if it was a 3/3 vote? Joseph Garcia, Esq., stated that the motion would fail. At this time, the vote has taken place. Paul Brislin asked Joseph Garcia, Esq., asked what are the options of the Board on this particular matter under new business. Mr. Garcia stated that the Board took a vote, unless someone wants to make another motion, the vote has been taken and there's nothing to do. Paul Brislin asked if a motion could be made that we go back and use the same schedule as 2021 for 2022. Joseph Garcia, Esq., asked Paul "can a person make a motion to move the meetings back to Monday? Is that what you are asking. Paul Brislin said yes. Mr. Garcia said yes you can make a motion for anything you want. There could be a request to change the vote which needs to be approved unanimously by all the other Board members. If that fails you can make a motion for reconsideration which he thinks has to be approved by the individuals who made and seconded the motion. If that fails you can make a motion to change the date. Those are the 3 options. If you motion to move the dates back to Monday and it is a 3/3 vote then if fails and the meetings stay on Wednesdays. Paul Brislin made a motion to allow Danielle Christmann to change her vote. Joseph Garcia, Esq., stated that Danielle Christmann has to make the motion to change her vote. Danielle Christmann made a motion to change her vote. Paul Brislin seconded the motion.

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>			x	x		x		3
<b>NO</b>	x				x		x	3
<b>ABSTAIN</b>								
<b>ABSENT</b>		x						1

Vote is 3/3 but it doesn't matter because it is not unanimous. If anyone wants to change it back they can make a motion and a second to change it back to Monday. If it is 3, 2, 1 or a 4/2 it will get changed back to Monday, if it is 3/3 it stays Wednesday.

Motion made by Paul Brislin to change it back to the 2nd and 4th Mondays of the month. Danielle Christmann seconded.

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>			x	x	x	x		4
<b>NO</b>	x						x	2
<b>ABSTAIN</b>								
<b>ABSENT</b>		x						1

Barbara Holstein stated that they just effectively moved the meetings back to Mondays so we will continue to have our staff work after evening hours and on weekends so come January the Board needs to consider compensating the staff for doing so. Denise Bogle also stated that we have to consider that we will be spending money contacting attorneys on the weekend. Barbara Holstein stated that this move was clearly made to allow our administrative staff as well as our superintendent and our attorney and Ms. Holstein to conduct work over the weekend. Also, we obviously have Board members that don't have time to review all of their agendas over the

weekend as well so having that extra time to do so during the week puts less of a burden on the Board members. As this was just changed, there may be a time coming forward where I would look to make this move again with our calendar and changing the day again. Tuesdays, Wednesdays and Thursdays are the 3 days we should be operating our meeting so we have a business day before and a business day afterwards. Arranging 7 Board members around one of those 7 people's schedules is unfair to administrative staff and the 6 other board members. The fact that this agenda was out since Friday and that no one contacted me or John about this recommendation and then the theatrics we just had is very unsettling and after the holidays I hope to come back to the table with a fresh perspective and consider one of the other 3 days of the week. Denise Bogle said it was completely unprofessional. Barbara Holstein stated it truly was to make things better for everyone and not to target one person and she is actually sad that one person would think that the entire board is to operate around their schedule. Denise Bogle stated that when they were sworn in in January they made a motion to change the date then and then the Board changed all that to accommodate Mr. Plotsky with no argument. Barbara Holstein stated that a couple of weeks ago that Dana, who was working on the agenda, responded to her that she was at a PTA meeting and was so sorry she didn't get back to me, that it made her realize we have to examine what we are expect from our staff and personnel with regard to Board business. When we took our Oath of Office and when we took the Oath we are elected to serve the Board and understand that you are going to be required to be at meetings and trainings and you cannot limit yourself to 2 meetings a month. It's not feasible. Mr. Nittolo asked if we have to approve the 1st and 3rd Mondays of the month now. Paul Brislin's motion was for the 2nd and 4th Mondays not the 1st and 3rd Monday of the month. Glen Plotsky stated for clarification that when he was initially approached to run for school board he indicated to the board members that were on the board at that time that it would only work for him if the meetings were moved to Mondays and upon his election they were immediately moved to Mondays. Glen Plotsky is available on the 2nd and 4th Mondays. As far as he is concerned, make the change from January to March and change to Wednesdays from April to end of the year because Glen Plotsky will not be running again.

Barbara Holstein made a motion to amend the calendar to the 2nd and 4th Mondays of the month for January (10 & 24), February (14 & 28), March (14 & 28), and April (11 & 25) and Wednesdays, 2nd and 4th from May to December (dates already on agenda). Paul Brislin seconded. No discussion.

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x	x	x	6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x						1

**21. ADJOURNMENT** - Barbara Holstein wished everyone a Merry Christmas, Happy New Year, Happy Hanukkah, Happy Kwanzaa. Enjoy your holiday.

Motion to adjourn meeting at 9:46 p.m.

Moved Paul Brislin

2nd Danielle Christmann

Voice Vote: All in Favor

Respectfully submitted,

*Carolyn Joseph*

CAROLYN JOSEPH

Interim SBA/BS