

**Montague Township Board of Education Meeting  
Regular Meeting Minutes  
December 6, 2021- 6:30 p.m.**

**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	
Danielle Christmann	x (Remote)	
Krista Mikulski	x	
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> Paul Brislin  
Voice Vote: All in Favor

Motion to close Executive Session at 7:00p.m - Motion Denise Bogle - 2<sup>nd</sup> Barbara Holstein  
Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:01 p.m. - Motion Paul Brislin - 2<sup>nd</sup> Denise Bogle  
Voice Vote: All in Favor

**7. CSA REPORT - John Nittolo, Acting CSA -** Today, December 6, we had a delayed opening for staff professional development. Two hours broken down to 2 groups. LinkIt did grouping modular with teachers. Special Education numbers increased 250% increase in number of students that are classified in receiving resource room services year to year and increase in paraprofessional in building over 350% (from 2 to 9). Forty-Four percent (44%) of new enrollees into the District since summer qualifying for special education services. What we have seen is a change in programs that students are receiving. Our Interventionists Ms. Tagliabue and Ms. Visco work with our elementary and middle school students. Completed Title 1A performance report and they added a section on demographics and percentage changes when it comes to race and special education and you have to explain why it increased by 20%. Answers were X population moved in and X population moved out. Bell Choir will attend the

December 20th BOE meeting. Schedule for the week is Tuesday is the only normal day of the week as Wednesday, Thurs. And Friday are parent teacher conferences (dismissal at 1:30 p.m.) Report cards will be available on Real Time on December 7, 2021. There was an issue with Real Time on December 6th so they were not able to be viewed. Printed Student Start Strong reports will be mailed out supposedly mailed out to us by December 14th. We have 30 days to share the reports with parents. Math, ELA and Science - 4th - 8th grade. Slight uptick in COVID cases. Nurse Mott in consulting with the Sussex County Department of Health is developing a new protocol for quarantine/close contact. Mental Health in our school, therapy pets, Sunny Seeds, students of the month, faculty workouts, ordered new indoor and outdoor equipment. Thanked Ms. Lane, World Language Teacher, for always bringing in baked goods for staff. Guidance Counselor Ms. Pinzone organizing Signs of Suicide (SOS) Program. No uptick in HIB problems. We do our lockdowns drills, bomb threats. We all need to know that everyone matters every single day. We need to do everything humanly possible to do that we can for these children.

**8. SBA REPORT - Carolyn Joseph** - Today John and I reviewed and okayed with the auditor this afternoon the draft 2020-21 audit. We reviewed the final figures for the General Fund. On Monday, December 20, 2021 at 7PM, Man Lee from Nisivoccia will make an audit presentation. I passed out the revised HVAC project from Tracey Boss for your considerations. On Monday, December 20, 2021 at 8PM, Tracey Boss from Parette Somjen Architects will be here to discuss the handouts provided this evening. This concludes my report.

**9. BOARD OF THE WHOLE COMMITTEE DISCUSSIONS** - Barabara Holstein noted that the web page looks great. Read through the FAQs page. Very informative. Overall very easy to navigate. Thank you Mr. Romano. Krista Mikulski asked about transportation analysis. John Nittolo stated that Danielle completed the DRTRS report. Barbara stated that she met with Danielle earlier today and what we are doing for transportation. Very good conversation. Asked John to discuss with Danielle to put her through the course work that is offered through Rutgers. Should have been done before we got buses but can do it now. Buses are purchased not leased so we cannot just return them. Need to look at bus driver salaries and make sure the transportation system is being used efficiently. Not spending more but not saving what they thought. Paul Brislin asked how many buses does our district own? John Nittolo stated 5 big buses, 1 small bus and 1 van. Barbara said meeting with Danielle was very informative and she is doing a wonderful job in her position.

**10. CORRESPONDENCE - NONE**

**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 open public comment at 7:26 p.m.

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

**NONE**

Motion to close public comment at 7:27 p.m.

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

**12. PERSONNEL**

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the following updated job descriptions:

School Business Administrator/Board Secretary  
BA/BS Administrative Assistant

**Moved: Denise Bogle      Seconded: Paul Brislin      Discussion: None**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x		x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x				x		2

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve **LYNDSEY BRIGHAM**, as part time/substitute bus driver, Step A - \$17.50 per hour, pending background check (if needed) for the 2021-2022 school year.

**Moved: Paul Brislin      Seconded: Danielle Christmann      Discussion: None**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x		x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x				x		2

**P-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the resignation of Carolyn B. Joseph, Interim SBA/BS, effective January 27, 2022.

**Moved: Paul Brislin      Seconded: Denise Bogle      Discussion: Paul Brislin and Barbara Holstein asked that “With Regret” be added and wish Carolyn luck in her next endeavor. Krista Mikulski asked if Ms. Joseph would be part of the interview process.**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x		x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x				x		2

**P-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve a stipend paid out of the ARP ESSER III Grant in the amount of \$2,000.00 for COVID related responsibilities to Nurse Danielle Mott.

**Moved: Barbara Holstein      Seconded: Danielle Christmann      Discussion: John Nittolo stated that she deserves this for all her dedication and time she has put in with COVID.**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x		x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x				x		2

**13. FINANCE**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Montague Township Board of Education to participate in the NJSBA Cooperative Pricing Agreement (NJSBA ACES CPS #E8801).

**Moved: Paul Brislin                                  Seconded: Denise Bogle                                  Discussion: None**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x		x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x				x		2

**F-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following checks to be voided:

General Fund (4 checks)

- Ck. #25641 - \$215.50
- Ck. #25789 - \$84.00
- Ck. #25999 - \$1,574.10
- Ck. #26324 - \$500.00

Student Council (1 check)

- Ck. #319 - \$51.89

**Moved: Denise Bogle                          Seconded: Barbara Holstein                          Discussion: Paul Brislin asked why are we voiding? Carolyn Joseph explained that they are old uncashed checks (over a year old). We contacted people. We will reissue some. One said we didn't owe any money.**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	xx		x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x				x		2

**F-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education accept Jan Pro's Pricing Agreement for janitorial services, January 1, 2022 - June 30, 2022.

**Moved: Denise Bogle                          Seconded: Paul Brislin                          Discussion: Paul Brislin asked if anyone responded to RFP. Carolyn said only one person responded.**

Roll Call	Bogle	Bouma	Brislin	Christmann	Mikulski	Plotsky	Holstein	Total
<b>YES</b>	x		x	x	x		x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>		x				x		2



**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 at 7:49 p.m.

Motion Paul Brislin 2nd Denise Bogle

Voice Vote: All in Favor

Motion to close Executive Session at 8:02 p.m.

Motion Denise Bogle 2nd Paul Brislin

Voice Vote: All in Favor

Motion to reopen Regular Meeting at 8:02 p.m.

Motion Denise Bogle 2nd Danielle Christmann

Voice Vote: All in Favor

**19. ADJOURNMENT**

Motion Paul Brislin 2nd Danielle Christmann

Voice Vote: All in Favor

Time of Adjournment: 8:02 p.m.

Respectfully submitted,

*Carolyn Joseph*

CAROLYN JOSEPH  
Interim SBA/BS