

**Montague Township Board of Education Meeting  
Special Meeting Minutes  
June 29, 2022**

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

**2. ROLL CALL**

	Present	Absent
Barbara Holstein, President	x	
Denise Bogle, Vice President	x	
Paul Brislin	x (6:33 p.m.)	
Andree Campbell	x	
Danielle Christmann	x	
Tasha DeGeorge	x	
Michael Zernhelt		x with notice

Others Present:	<u>Present</u>	<u>Absent</u>
John Nittolo- Acting CSA	x	_____
Carl Morelli – SBA/BS	x	_____
Joseph Garcia – Board Attorney	x zoom	_____

**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.

**Barbara congratulated Mike and his wife on the birth of their 2nd son.**

**6. SBA REPORT - Carl Morelli** - End of the year closing out is well underway along with our auditors which resulted in additional items being added to the agenda this afternoon. They are standard items that appear each year on all school districts and cover several items. The summer projects are underway with our custodial staff. The roof is well underway. We lost 2 days this past week due to rain. They are on schedule and should be completed by the end of August.

**7. 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 6:34 p.m.

Motion Paul Brislin      2nd Danielle Christmann

Voice Vote: All in Favor

Eleanor Murphy, Newton, New Jersey - Thanked Mr. Nittolo for his time at Montague School this past year.

Motion to close public comment at 6:36 p.m.  
 Motion Danielle Christmann 2nd Andree Campbell Voice Vote: All in Favor

**8. FINANCE**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the SFA to SFA Vended Meals Contract with the High Point Regional High School BOE for the 2022-23 school year.

**Moved: Barbara Holstein Seconded: Paul Brislin Discussion: Barbara Holstein wanted to clarify that it the same contract discussed at the last meeting.**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	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 Township Board of Education approve the June 9, 2022 through June 29, 2022, 2022 - Bills List attached and listed below:

Fund 10	\$ 20,337.16
Fund 11	\$688,788.55
Fund 20	\$ 70,010.35
Fund 60	\$ 3,855.16
Grand Total	\$782,991.22

**Moved: Tasha DeGeorge Seconded: Denise Bogle Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-3 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 2022/2023 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: Denise Bogle                      Seconded: Danielle Christmann                      Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following resolution:

**WHEREAS**, N.J.S.A. 18A:21-2 and N.J.A.C. 6A:23A-14.3(a) permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution; and

**WHEREAS**, the Montague Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end; and

**WHEREAS**, the Montague Township Board of Education has determined that up to \$750,000 may be available for such purpose of transfer.

**NOW THEREFORE BE IT RESOLVED** by the Montague Township Board of Education that it hereby authorizes the District’s School Board Administrator to make this transfer consistent with all applicable laws and regulations.

**Moved: Paul Brislin                      Seconded: Tasha DeGeorge                      Discussion: Barbara Holstein clarified for the public that it is a standard item. Mr. Morelli stated that is correct. He read a statement from the auditors regarding this matter. It is up to that amount but the final amount is based on the auditor’s numbers when they come in and do the audit.**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following resolution:

**WHEREAS**, N.J.A.C. 6A:23A-14.3(b) permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution; and

**WHEREAS**, the Montague Township Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end; and

**WHEREAS**, the Montague Township Board of Education has determined that up to \$250,000 may be available for such purpose of transfer.

**NOW THEREFORE BE IT RESOLVED** by the Montague Township Board of Education that it hereby authorizes the District's School Board Administrator to make this transfer consistent with all applicable laws and regulations.

**Moved: Tasha DeGeorge      Seconded: Andree Campbell      Discussion: Barbara Holstein stated that this is another formality based on recommendations of the auditors.**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-6 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following resolution:

**WHEREAS**, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3(b) has increased the bid threshold amount for school districts which have a Qualified Purchasing Agent from \$40,000 to \$44,000 effective July 1, 2020.

**WHEREAS**, the Montague Township Board of Education would like to take advantage of the maximum statutory bid threshold amount of \$44,000 for school districts who do have a Qualified Purchasing Agent.

**NOW, THEREFORE, BE IT RESOLVED**, that the Montague Township Board of Education establishes and sets the bid threshold amount of \$44,000 for the Board of Education and further authorizes School Business Administrator award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate the newly established bid threshold amount.

**Moved: Andree Campbell      Seconded: Denise Bogle      Discussion: Barbara Holstein stated that this is the amount set by the State. It allows us to work with bids in the school without having to go out for a contract as long as it is under \$44,000.00. Anything over that amount will need voter approval.**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-7 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 2022-2023 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: Denise Bogle                      Seconded: Tasha DeGeorge                      Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-8 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 2022-2023 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: Paul Brislin                      Seconded: Danielle Christmann                      Discussion: Barbara Holstein stated that this is another recommendation from the auditors.**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-9 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 2022-2023 school year.

**Moved: Tasha DeGeorge                      Seconded: Danielle Christmann                      Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-10 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education authorize payroll deductions for tax sheltered annuities and other depositories authorized by the staff with Equitable, Prudential and Security Benefit for the 2022-2023 school year.

**Moved: Tasha DeGeorge      Seconded: Andree Campbell      Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							1	1

**F-11 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the submission of the Special Education Extraordinary Aid (EXAID) application for fiscal year 2021-2022 and acceptance of the grant award.

**Moved: Barbara Holstein      Seconded: Andree Campbell      Discussion:**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x		6
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>							x	1

**F-12 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the requisition for taxes for Montague Township for the 2022-2023 school year.

**FY2023**

July, 2022	\$ 547,708.83
August, 2022	\$ 547,708.83
September, 2022	\$ 547,708.83
October, 2022	\$ 547,708.83
November, 2022	\$ 547,708.83
December, 2022	\$ 547,708.83
January, 2023	\$ 547,708.83
February, 2023	\$ 547,708.83
March, 2023	\$ 547,708.83
April, 2023	\$ 547,708.83
May, 2023	\$ 547,708.83
June, 2023	\$ 547,708.83
<b>TOTAL</b>	<b>\$6,572,445.96</b>

**Moved: Paul Brislin**

**Seconded: Tasha DeGeorge**

**Discussion: Barbara Holstein**

**stated that this was a zero percentage increase budget**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**9. PERSONNEL**

**P-1 BE IT RESOLVED**, that the Montague Township Board of Education approve **James Andriac** as the Principal and Acting Superintendent for the period of July 1, 2022 to June 30, 2023 at an annual salary of \$135,000, per approval by the County Superintendent and subject to approval of the Commissioner.

**Moved: Barbara Holstein**

**Seconded: Tasha DeGeorge**

**Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Kelly Boyle**, as a Guidance Counselor, MA (Step B) \$65,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

**Moved: Tasha DeGeorge**

**Seconded: Andree Campbell**

**Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	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 Township Board of Education approve the Agreement to provide LDTC services between Across EDU Plus, LLC with an hourly rate of \$66.00 up to a maximum amount of \$50,000, pending background check, effective July 1, 2022 until June 30, 2023,.

**Moved: Paul Brislin**

**Seconded: Denise Bogle**

**Discussion: Ms. Bogle asked**

**how did we get LDTC services at \$66 per hour? It is quite a bargain. Ms. Holstein stated that the resume is included in the board's folders and has thoroughly reviewed the resume.**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	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 Township Board of Education approve **Scott Tanner**, as Physical Education/Health Teacher, BA (Step B) \$62,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

**Moved: Danielle Christmann    Seconded: Andree Campbell    Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**P-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Allison Worzel**, as School Nurse, BA (Step G) \$72,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

**Moved: Tasha DeGeorge    Seconded: Danielle Christmann    Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**P-6 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Bonnie Sue Bastin**, as a Special Education Teacher, MA+15 (Step B) \$66,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

**Moved: Tasha DeGeorge    Seconded: Danielle Christmann    Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**P-7 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Emily Tattersall**, as 2nd Grade Maternity Leave Teacher, BA (Step A) \$60,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

**Moved: Paul Brislin    Seconded: Andree Campbell    Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1



**P-8 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Jennifer Vankirk**, as Interventionist, MA+30 (Step B) \$67,000, pending background check, for the 2022-2023 school year, with a start date of August 31, 2022.

**Moved: Danielle Christmann                      Seconded: Tasha DeGeorge                      Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**P-9 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve that the Administrative Staff be allowed to carry over all remaining unused vacation days for the 2021-2022 school year into the 2022-23 school year.

**Moved: Tasha DeGeorge                      Seconded: Danielle Christmann                      Discussion: Ms. Holstein thanked the administration staff for all the hard work they do.**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		x
NO								
ABSTAIN								
ABSENT							x	

**P-10 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept the resignation of Employee ID #10870657 effective June 30, 2022.

**Moved: Tasha DeGeorge                      Seconded: Andree Campbell                      Discussion: None**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**P-11 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education appoint David Miller, as Internal Pest Management Coordinator for the 2022-23 school year.

**Moved: Paul Brislin                      Seconded: Andree Campbell                      Discussion: Nonr**

Roll Call	Bogle	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x		6
NO								
ABSTAIN								
ABSENT							x	1

**10. 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 6:58 p.m.

Motion Danielle Christmann                      2nd Andree Campbell      Voice Vote: All in Favor

Barbara Holstein no action will be taken on the matter.

Motion to close Executive Session at 7:12 p.m.

Motion Denise Bogle                              2nd Paul Brislin                      Voice

Motion to reopen Regular Meeting at 7:12 p.m.

Motion Danielle Christmann                      2nd Tasha DeGeorge      Voice Vote: All in Favor

**11. ADJOURNMENT**

Motion Tasha DeGeorge      2nd Danielle Christmann      Voice Vote: All in Favor

Time of Adjournment: 7:13 p.m.

Respectfully submitted,

*Carl Morelli*

CARL MORELLI,  
Board Secretary