

**Montague Township Board of Education Meeting
Regular Meeting Minutes
October 12, 2022**

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

2. ROLL CALL

	Present	Absent
Barbara Holstein, President	x	
Paul Brislin, Vice President	x	
Andree Campbell	x	
Danielle Christmann	x	
Tasha DeGeorge	x	
Michael Zernhelt	x	

Others Present:	<u>Present</u>	<u>Absent</u>
James Andriac - Acting CSA	x	_____
Carl Morelli, SBA/BS	x (Remote)	_____
Joseph Garcia, Esq. – Board Atty.	x	_____

3. FLAG SALUTE - FOLLOWED BY A MOMENT OF SILENCE OR PRAYER

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.

4. 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.

5. 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 Paul Brislin 2nd Tasha DeGeorge Voice Vote: All in Favor

Motion to close Executive Session at 7:01 p.m.
 Motion Danielle Christmann 2nd _____ Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:01 p.m.
 Motion Danielle Christmann 2nd Paul Brislin Voice Vote: All in Favor

6. CSA REPORT - James Andriac, Acting CSA - School pictures are scheduled for October 18, 2022. Forms went home today. Fire Prevention assembly on Friday, October 14, 2022 in the gymnasium. Annual Halloween Parade in the soccer field on Monday, October 31, 2022, weather permitting. If it rains, it will be held in the gym and students will be limited to two (2) guardians per student. Progress reports will be available on October 20, 2022 on the parent portal. Cross Country and soccer has been taking place and our cross country team has come in first or second place at every meet.

7. **SBA REPORT - Carl Morelli, SBA** - June 2022 treasurer’s report and secretary report are on the agenda tonight for approval and this closes out the year ending June 30, 2022 and we are in balance. We are still making corrections based on auditor findings. We will begin on July 1, 2022 with a good note and we should have at the next meeting our July and August reports. The County is aware of what is going on and supports how we are doing this. Auditors are scheduled to come at the beginning of November. During the health inspection last week, it was brought to our attention that our food should be served a little warmer. Therefore, a food warmer will be purchased which costs around \$4,000.00. We also accepted delivery of our new refrigerator in the cafeteria.

Barbara Holstein thanked Mr. Morelli for getting the food warmer. Ms. Holstein asked where we were at with the RFP. Mr. Morelli said we have about 10 inquiries and there is a walk through set up on October 17 and so far only one firm has made arrangements to come up and tour the building. Ms. Holstein asked if we would be able to move on this at the next board meeting. Tuesday, 4PM is the cut off the day before the Board meeting. Mr. Morelli will have packages for the BOE members.

8. **BOARD PRESIDENT’S REPORT - Barbara Holstein** - Ms. Holstein spoke about our transportation. Mr. Andriac, Mr. Morelli and the rest of the staff are working very hard to put our transportation on a forward and positive footing and the Board is supporting that. It takes time to get people, to get them trained. The Board is very mindful of the transportation issues. Congratulated Denise Bogle on the birth of her grandson.

9. 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 14, 2022.

Moved: Andree Campbell Seconded: Michael Zernhelt Discussion: None

Roll Call	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x	6
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 28, 2022.

Moved: Paul Brislin Seconded: Tasha DeGeorge Discussion: None

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

10. 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 7:12 p.m.

Motion Barbara Holstein 2nd Danielle Christmann Voice Vote: All in Favor

Motion to close Public Comment at 7:14 p.m.

Motion Barbara Holstein 2nd Andree Campbell Voice Vote: All in Favor

11. FINANCE AND INSURANCE

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Board Secretary’s Report and the Treasurer of the School’s Monies Report for the month of June 2022. They are both in agreement.

Moved: Paul Brislin

Seconded: Andree Campbell

Discussion: Barbara Holstein stated that we are looking to have July and August approved at the next meeting.

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

F-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the September 15, 2022 through October 12, 2022 - Bill List listed below:

Fund 10	\$151,418.91
Fund 11	\$719,301.92
Fund 20	\$ 58,273.03
Fund 60	\$ 2,713.79
Grand Total	\$931,707.65

Moved: AndreeCampbell

Seconded: Tasha DeGeorge

Discussion:None

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

F-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the 5th grade field trip to YMCA Camp Mason on November 8, 2022 at the cost of \$1,404.00 (transportation provided).

Moved: Paul Brislin

Seconded: Michael Zernhelt

Discussion: This was

previously approved but on agenda again because of date change.

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

12. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education, approve **KORINN LORIZ** as Yearbook Advisor for the 2022-23 school year with a \$1,000.00 stipend per the MEA Agreement.

Moved: Tasha DeGeorge

Seconded: Andree Campbell

Discussion: Ms. Holstein asked if it was the first year. Mr. Andriac stated that she is assisting Ms. Neamand.

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

P-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education, approve to extend the Contract of **EMILY TATTERSALL, 2nd Grade Maternity Teacher**, until February 28, 2023. (Her current contract ends December 31, 2022).

Moved: Tasha DeGeorge Seconded: Paul Brislin

Discussion: Mr. Andriac stated that this is because our 2nd grade teacher asked for a 2 month maternity leave extension.

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

P-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the annual stipend of \$600.00 for Black Seal License to **HAO LA** per the MEA Agreement.

Moved: Tasha DeGeorge Seconded: Danielle Christmann

Discussion: All custodians have black seal license now.

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

P-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the termination of the employment contract of employee number 10870564 on 60 days notice.

Moved: Tasha DeGeorge Seconded: Michael Zernhelt Discussion: None

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

13. BUILDINGS 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: Cafeteria, gymnasium and bathroom usage for Monty's Birthday Celebration on Tuesday, November 15, 2022 at 3:45 p.m. to 5:30 p.m.

Moved: Tasha DeGeorge

Seconded: Danielle Christmann

Discussion: Ms. Holstein is so happy about this. It is on Mr. Finnegan's birthday who named Monty.

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

14. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Carl Morelli, BA to attend the 2022 NJSBA Conference at the Atlantic City Convention Center from October 24, 2022 through October 27, 2022. The registration fee is \$550.00 and hotel fee is \$435.00 for a total cost of \$985.00.

Moved: Paul Brislin

Seconded: Tasha DeGeorge

Discussion: Ms. Holstein asked if Mr. Morelli can tell NJSBA that the dates are not ideal for working parents who have full time jobs and children in school. Mr. Morelli will share information with the Board. Ms. Holstein asked if there is anything Mr. Morelli is looking at in particular. Mr. Morelli said he is looking at security and transportation. There is an ad that is out for Class C drivers that can drive the same 12 seater vans or minivans. Also looking into energy. Mr. Morelli appreciates the support of the Board.

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

A-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Carl Morelli, BA to attend the NJASBO School Security: Threat Assessment and Disaster on Thursday, October 13, 2022 at the Birchwood Manor in Whippany with a registration fee of \$125.00.

Moved: Tasha DeGeorge

Seconded: Andree Campbell

Discussion: Ms. Holstein asked Mr. Morelli what topics are going to be covered at the conference. Mr. Morelli stated that it is the NJASBO School Security: Threat Assessment and Disaster conference. It will comprise superintendents, facility directors, BAs, CSAs, anyone that can facilitate decisions in the school. A lot of learning of what has happened in the past and how we can avoid anything like happening where we are. Ms. HOLstein asked if David Miller should be attending too? Mr. Morelli stated no he will bring information back to share and Mr. Miller was at a buildings and grounds workshop on October 12, 2022. Mr. Andriac stated that Ms. Cortiana is signed up for basically the same conference in a few months and she attended a 4 day conference over the summer. Mr. Morelli stated that Ms. Cortiana is our certified school specialist. Ms. Holstein said school safety is a priority and Mr. Andriac stated that all school windows are numbered.

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

A-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the creation of the Photography Club for grades 5th-8th with Melissa Neamand as Club Advisor for the 2022-23 school year.

Moved: Andree Campbell Seconded: Paul Brislin

Discussion: Ms. Holstein said this is an excellent thing and thanked the staff for stepping up.

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

16. TRANSPORTATION

T-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the hourly rate of \$22.00 for **LYNDSEY BRIGHAM**, full time bus driver, effective October 13, 2022, for the 2022-2023 school year.

Moved: Andree Campbell Seconded: Danielle Christmann

Discussion: Ms. Holstein stated that again everyone is working really hard to move forward for transportation in a positive direction for

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

17. SPECIAL COMMITTEE REPORTS - Barbara Holstein stated that she would like it changed to Liaison Reports (Charter School/Tech, High Point and PTA). Monday is the County School Board Meeting both Ms. Holstein and Ms. Campbell will be attending.

1. PTA - Danielle Christmann attended September 22, 2022 PTA Meeting. They talked about their Monster Mash Dance for October 28, 2022. Monty's birthday, Nov. 15., date night for parents for PTA Members on December 2, 2022. Book Fair is scheduled for December 5-9, 2022. Make it and Take it on December 15, 2022. SweetHeart Dance in February. Next meeting is November 3, 2022. Mum sale was the biggest fundraiser they had.

2. **High Point** - Tasha DeGeorge attended the meeting which is the night before our workshop meeting. They talked about the Financial aid workshop, back to school, and homecoming. Tasha would like to do her report at the workshop since it is the next night.

3. **Sussex Charter/Tech** - Andree Campbell stated that it is mostly their trustees. They discussed enrollment and mentioned lacrosse becoming a spring sport. They started their Start Strong State assessments. Their meetings are quite short; they start at 5PM and end at 5:25PM.

18. 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.

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Motion to open Public Comment at 7:43 p.m.

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

Motion to close Public Comment at 7:45 p.m.

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

20. NEW BUSINESS:

1. Andree Campbell said she received a phone call from a local resident, Debbie Youngman (sp). Adam Youngman and Dominic Merusi, who were Montague students, died about 20 years ago in a car accident. A tree was planted in their memory which has died. Debbie called and wanted to know if she could come and dig it out and plant a new one. Ms. Campbell said it would be a liability but the maintenance staff could plant the trees. The Board is in agreement where something can be done in which it is more of a memorial. Mr. Andriac will reach out to Ms. Youngman.

2. Michael Zernhelt would like to bring Paul's idea back to the table of possibly doing another ad for the 7th seat since we are still down one board member.

Michael Zernhelt made a motion to advertise for the vacant seat for the Board of Education. 2nd Paul Brislin.

Discussion: Ms. DeGeorge said that they have always had a hard time getting people to apply. She doesn't think more time is going to give us a different outcome. Ms. Holstein stated that she likes that Mike has taken time to think about it. It is a sign that you are wanting to do your due diligence on the board. Ms. Christmann asked what the process was. Mr. Garcia stated that you have 65 days to fill the spot. Mr. Brislin stated, in his opinion, that it is the responsibility of each BOE member to do their due diligence to fill the spot as opposed to delegating to the County Superintendent's office. Ms. Holstein agrees with Mr. Brislin and supports this motion. It is the due diligence of what is required of the position. We should be selecting someone who is representative of the District according to the people of the District. The advertisement would be the same advertisement as it was done before with the same time frames. It would conclude the day before the next board meeting.

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

3. Tasha DeGeorge brought up that the November 23, 2022 BOE meeting was the Wednesday before Thanksgiving and wanted to know if it should be moved.

Ms. Holstein made a motion to cancel the November 23, 2022 BOE Meeting.

Moved: Barbara Holstein Seconded: Michael Zernhelt Voice Vote: All in favor

22. ADJOURNMENT

Motion Tasha DeGeorge 2nd Michael Zernhelt Voice Vote: All in Favor
 Time of Adjournment: 7:57 p.m.

Respectfully submitted,

Carl Morelli

CARL MORELL,
 Board Secretary