



**8. CSA REPORT - James Andriac, Acting CSA,** Mr. Andriac thanked Mark Romano for securing the ECF Grant of approximately \$42,000 which grant for new chromebooks. Thanked Ms. Lane and the theater club for their performance of 3 Little Pigs and would like to look into getting a mobile stage. School bus chains were delivered and are being installed prior to Spring Break. Also congratulated January/February students of the month and thanked Montague PTA for having Sweetheart Dance. We are having our STEM night on Friday, March 3, 2023 and Friday, February 24th we are having our school basketball game at 9:30 a.m.

**9. SBA REPORT - Carl Morelli, SBA -**

- **Long Range Facilities Plan Update** - On tonight's agenda under BG-1 and BG-2 are the approvals of the grant submissions for our first projects, specifically the classroom addition, site work, site signage and maintenance garage and electrical service upgrade. The reasoning behind submitting two (2) separate applications is that there are 13 different categories under the ROD grant program. Category 1 is the highest and 13 as the lowest. Category 1 is essential building upgrades which would include our electrical upgrade project and the other items we are submitting for approval fall under Categories 10 and 13 which are lower categories. If they were combined the State would automatically review the application on the lowest categories and the odds of receiving any grant monies would be very slim since last year they only funded the first 5 categories before running out of available money.
- **ECF Grant Award** - On tonight's agenda under F-2 is the acceptance of the Emergency Connectivity Fund (ECF) grant in the amount of \$42,564.00 which will be used to purchase new chromebooks. Thank you to Mark Romano, our IT Director for all his help in obtaining this approval.
- **Budget Presentation** is underway and I will be submitting our budget for approval at our next meeting. We will not have state aid figures until next week.
- The proposals to finish the trim work on the building and the window balance replacement project are being completed and will be presented for approvals at our next meeting.
- Reminder that the April 25th election information is available on our website.

**10. BOARD PRESIDENT'S REPORT - Barbara Holstein** - In packets there is the The CSA Evaluation - Provides training on CSA evaluation. Ms. Holstein, Ms. Christmann and Ms. Campbell participated in the training. All board members will be sent the link to review. Would like to start this process at the next board meeting. It has been set up and let NJ School Boards know we are ready to start this process. Since July 1, 2022 through today we have identified goals on a regular basis as a Board of a Whole. Ms. Holstein identified five which would be considered District goals which what we are technically evaluating our superintendent on. The personnel side of a CSA evaluation is not the same and you will learn that in the packet and by watching the video. It is extremely cumbersome and detailed because it is governed by law. In talking to Mr. Garcia, because we have been operating under a Board of the Whole, Ms. Holstein will be introducing in New Business a motion to adopt five (5) goals.

1. The District will increase the student enrollment numbers in the middle school grade levels.
2. The District will improve building and ground needs and completion of projects.
3. The District will improve retention of staff to the District.
4. The District will improve District transportation services.
5. The District will exercise budgeting fiscal responsibility to the goal of keeping expenditures based on needs and keeping within and maintaining a flat budget for the school year.

Ms. Holstein would like to get feedback from each board member. She believes that these items have been touched on regularly since July 1, 2022 and feels confident to make these our district goals so that we can move forward with the evaluation process of the Acting CSA according to NJ School Board’s evaluation standards. The process is about a 6 to 8 week process and would like to have it done before the election. Mr. Morelli asked for clarification on what flat budget meant and it was changed to a zero percent increased budget. Maintaining the regular budget that was passed in April 2022.

**11. CORRESPONDENCE** - Ms. Holstein has been in touch with Ms. Van Gorden regarding FFA and spoke with Mr. Doug Ricker who is in charge of FFA in Sussex County and will be working to get our FFA students more involved with the Newton FFA and Ms. Van Gorden is very excited about this opportunity.

**12. 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 8:13 p.m.  
 Motion Andree Campbell                      2<sup>nd</sup> Danielle Christmann                      Voice Vote: All in Favor

Motion to close Public Comment at 8:14 p.m.  
 Motion Paul Brislin                              2<sup>nd</sup> Tasha DeGeorge                              Voice Vote: All in Favor

**13. 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 January 2023. They are both in agreement.

**Moved: Tasha DeGeorge                              Seconded: Andree Campbell**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>		x	x	x	x	x		5
<b>NO</b>								
<b>ABSTAIN</b>	x							1
<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 acceptance of the Emergency Connectivity Fund (ECF) grant in the amount of \$42,564.00 which will be used to purchase new chromebooks.

**Moved: Tasha DeGeorge**                      **Seconded: Paul Brislin**                      **Discussion: Ms. Holstein thanked Mr. Romano. Mr. Romano stated that this will purchase more chromebooks so that we can have chromebooks carts in each classroom this way they do not have to carry chromebooks throughout the school. Some of the chromebooks we have are older and ready to be recycled out. Chromebooks do not go home with the students.**

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

#### 14. PERSONNEL

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

- Special Education Teacher
- Preschool Teacher
- Program Coordinator

**Moved: Christopher Bell**                      **Seconded: Danielle Christmann**                      **Discussion: Mr. Brislin stated that each position reports to three (3) CSA, Principal and VP. Normally a person would report to one superior instead of three (3) superiors. Mr. Andriac stated that if he is not there they would report to the VP. We are doing these because they were outdated and we needed new job descriptions.**

Roll Call	Bell	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 **MEGAN McELHANEY**, as Program Coordinator, without any increase to salary, for the 2022-2023 school year.

**Moved: Tasha DeGeorge**                      **Seconded: Andree Campbell**

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

**15. BUILDINGS AND GROUNDS**

**Motion made by Paul Brislin for Consent Agenda for items BG-1 to BG-4 Seconded by Christopher Bell**

**BG-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education authorize DMR Architects to prepare and submit to the New Jersey Department of Education documentation for Grant Funding for the Classroom Addition, Site Work, Site Signage, and Maintenance Garage Project at the Montague Township School.

**WHEREAS**, the Montague Township Board of Education recognizes that Governor Murphy signed P.L 2022, c.18 on June 30, 2022, that the State of New Jersey, Department of Education, is accepting applications for grant funding for school facilities projects in regular operating districts (ROD).

**WHEREAS**, the Montague Township Board of Education acknowledges that the required documentation must be submitted to New Jersey Department of Education to apply for Grant Funding for the Classroom Addition, Site Work, Site Signage, and Maintenance Garage Project at Montague Township School, which is consistent with the current approved LRFP.

**WHEREAS**, the Montague Board of Education acknowledges that the local matching funds for the balance of the project will be funded out of the Capital Reserve.

**NOW THEREFORE, BE IT RESOLVED**, that the Montague Township Board of Education authorizes DMR Architects to prepare and submit the New Jersey Department of Education documentation for Grant Funding for the Classroom Addition, Site Work, Site Signage, and Maintenance Garage Project at the Montague Township School.

**BG-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education authorize DMR Architects to prepare and submit the New Jersey Department of Education documentation for Grant Funding for the Electrical Service Upgrades Project at The Montague Township School.

**WHEREAS**, the Montague Township Board of Education recognizes that Governor Murphy signed P.L 2022, c.18 on June 30, 2022, that the State of New Jersey, Department of Education, is accepting applications for grant funding for school facilities projects in regular operating districts (ROD).

**WHEREAS**, The Montague Township Board of Education acknowledges that the required documentation must be submitted to New Jersey Department of Education to apply for Grant Funding for the Electrical Service Upgrades Project at Montague Township School, which is consistent with the current approved LRFP.

**WHEREAS**, The Montague Board of Education acknowledges that the local matching funds for the balance of the project will be funded out of the Capital Reserve.

**NOW THEREFORE BE IT RESOLVED**, that the Montague Township Board of Education authorizes DMR Architects to prepare and submit the New Jersey Department of Education documentation for Grant Funding for the Electrical Service Upgrades Project at The Montague Township School.

**BG-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Preschool’s Request for Use of Facilities or Grounds for the following: Cafeteria, gymnasium and bathroom on Friday, March 10, 2023, 4:00 p.m. to 8:30 p.m. for their PreK Prom (with a snow date of March 24, 2023 - 4PM to 8:30PM).

**BG-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Montague Little League's Request for Use of Facilities or Grounds for the following: Gymnasium usage for baseball clinics commencing February 27, 2023 until April 14, 2023 from 6PM to 8PM (week night(s) to be determined).

**Discussion:** Ms. Holstein stated that all items were reviewed before the meeting. Ms. Holstein is very excited about these projects. Good things are happening.

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

## 16. ADMINISTRATION

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept the annual audit prepared by Nisivoccia for the physical year ending June 30, 2022 and approve the Corrective Action Plan (CAP) prepared by Carl Morelli, SBA/BS.

**Moved:** Andree Campbel      **Seconded:** Danielle Christmann      **Discussion:** Mr. Bell asked for a summary. Mr. Morelli stated that these findings were the identical findings from last year's budget. The CAP has 12 items. Nothing critical more housekeeping. No findings of financial irregularities. Coding issues where items were not coded correctly in software. Mr. Bell asked if any BOE member had any questions or concerns? Ms. Holstein stated that there have been significant differences from 2021 to now. We had an interim and then hired Mr. Morelli. Housekeeping was bad. Mr. Nittolo fixed the teacher schedules and student schedules. This CAP will set us forward. Next year we should not have a CAP. It is a matter of making sure Ts are crossed and Is are dotted. One of the things that is related to the CSA evaluation is that we are also under a QSAC review. This all feeds into our evaluation. QSAC is a self evaluation of the school district. They rate us and tell us how we are doing.

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

**A-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Harassment, Intimidation and Bullying (HIB) Case Findings as reported on February 8, 2023.

**Moved:** Tasha DeGeorge      **Seconded:** Andree Campbell      **Discussion:** Mr. Andriac stated that this is concerning his finding in his last CSA report at the 2/8/23 meeting.

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES		x	x	x	x	x		5
NO								
ABSTAIN	x							1
ABSENT							x	1

**A-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve a Special Education Medicaid Initiative FY 2024 (SEMI) participation waiver.

**Moved: Danielle Christmann      Seconded: Tasha DeGeorge      Discussion: Mr. Bell asked for a summary of this matter. Mr. Morelli stated that it is a federal medicaid program. Normally schools who have lower enrollment such as ours do not participate in it. The funding we would receive for this is about \$8,000. We would have to set up an entire department to handle medicaid paperwork for the Township of Montague to be able to participate in the program. It is not really cost effective for Montague to participate in so by waiving it we are saying we are not going to accept the money and participate in the program. Mr. Bell asked if this is the waiver and Mr. Morelli stated yes. Ms. Holstein asked what is the cutoff for enrollment and what do they consider as enrollment? We are K-8 but our budget is for PreK to 12. Most of the Districts are midsize district. Probably look at 600 to 800 kids. With enrollment of 600 to 800 students we would be looking at a budget of \$20 to \$22 million dollars as opposed to our \$10 million dollar budget so larger budget allows you to put a staff in place to handle medicare. Ms. Holstein asked if the surrounding Sussex County districts with similar enrollment size if they participate and Mr. Morelli stated no they waive it.**

Roll Call	Bell	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

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

DATE	GRADE	LOCATION	COST
April 21, 2023	6th Grade	Pequest Trout Hatchery	\$50 plus cost of transportation
April 28, 2023	8th Grade	Great Adventure	\$2,643.72 plus cost of transportation
May 30, 2023	7th Grade	Waterloo Village	\$255.00 plus cost of transportation

**Moved: Paul Brislin      Seconded: Barbara Holstein      Discussion: Mr. Brislin asked Mr. Andriac asked if a BOE member could become a 6th grader to attend the 6th grade field trip. Mr. Andriac said a BOE member could attend. Ms. Holstein stated she is very happy that field trips are going on because there was a time they were not on the budget. Mr. Andriac stated that a future goal would be to send the 8th graders to Washington DC for a few days. Ms. Holstein asked if school boards could contribute funds to 8th grade field trips. Mr. Andriac said he could contact other schools to see what they do for 8th graders.**

Roll Call	Bell	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

## 17. LIAISON REPORTS

- High Point - Tasha DeGeorge - HP Wrestling won the group 2 championship. Coach Gardner earned district coach of the year with over 400 wins to his name. Theater department will be doing Something Rotten on March 31 and April 1. Next meeting is February 28, 2023.

Ms. Holstein inquired about our wrestling mats. Mr. Andriac stated that the company that refurbishes the mats is not doing refurbishment this year so hopefully next year. We can also look into getting smaller mats. We also need a wrestling coach.

- Montague PTA - Danielle Christmann - The PTA has their VP and Treasurer positions that are up. Gertrude Hawk sale is going on until February 27 with delivery estimated March 27. Thanked the PTA for giving each student a treat on Valentine's Day and recognized on Facebook page that today is Bus Driver Appreciation Day. Next meeting is March 2 at 6:30 p.m.
- Sussex County Charter/Tech School - Andree Campbell - Nothing to report
- School Board Association - Barbara Holstein - Gave little presentation earlier. They have an active Facebook page. Nothing very new coming out right now.

## 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. 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 8:40 p.m.

Motion Andree Campbell 2<sup>nd</sup> Tasha DeGeorge Voice Vote: All in Favor

Motion to close Public Comment at 8:41 p.m.

Motion Christopher Bell 2<sup>nd</sup> Paul Brislin Voice Vote: All in Favor

## 19. NEW BUSINESS

1. Resolution to place Employee #10870679 on administrative leave pending further investigation.

**Moved: Tasha DeGeorge Seconded: Danielle Christmann Discussion: Barbara Holstein stated that this matter was discussed in executive session and cannot be discussed in public.**

Roll Call	Bell	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



2. Motion to adopt five (5) District board goals that would apply from July 1, 2022 to June 30, 2023. These goals will also be the District goals used in the CSA evaluation which will begin as it is set up through NJ School Boards. The goals are:
  1. The District will increase the student enrollment numbers in the middle school grade levels.
  2. The District will improve building and ground needs and completion of projects.
  3. The District will improve retention of staff to the District.
  4. The District will improve District transportation services.
  5. The District will exercise budgetary fiscal responsibility to the goal of keeping expenditures based on needs and keeping with the zero budget for the fiscal year 2022-2023.

**Moved: Paul Brislin                      Seconded: Christopher Bell                      Discussion: Mr. Bell**  
 asked for clarification since we are voting on it now it is from September past. Ms. Holstein stated that it is July 1, 2022 to June 30, 2023. She did speak to Mr. Garcia and because we operate as a Board of Whole we can go back through the minutes and document where the board has identified these things that the Board was working on as a whole, that in terms of moving forward this is the next right step to take. Mr. Bell asked if they have been working on enrollment and staff retention. Ms. Holstein said absolutely and Mr. Andriac has updated the Board often increased enrollment and retention of middle school grades and come July 1, 2023 the Board will identify five (5) new goals for the 2023-24SY.

Roll Call	Bell	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

**20. ADJOURNMENT**

Motion Barbara Holstein                      2nd Christopher Bell                      Voice Vote: All in Favor  
 Time of Adjournment: 8:47 p.m.

Respectfully submitted,

*Carl Morelli*

CARL MORELLI,  
 Board Secretary