

**Montague Township Board of Education Meeting
Workshop Action Meeting Minutes
February 8, 2023**

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 Zernhell	x	

Others Present:

	<u>Present</u>	<u>Absent</u>
James Andriac - Acting CSA	<u>x</u>	_____
Carl Morelli, SBA/BS	<u>x</u>	_____
Joseph Garcia, Esq.	<u>x</u>	_____

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.

6. PRESENTATIONS

- a. HIPP Grant Application presentation by Rachel VanGorden and Lorie Jeskey - Ms. Van Gorden and Ms. Jeskey spoke about the HIPP Grant and what it entails. The HIPP Foundation supports initiatives to promote excellence in education and they supply grants to NJ public school employees for creative, innovative educational projects and is supported by the NJEA. The idea for this program is Monty's Cafe (Culture, Agriculture and Food Education) that will spark student interest in agriculture through food, while celebrating cultural diversity. The target population will be regular and special education from grades 6-8 and clubs that will incorporate special education students in K-5. There are some cross-curricular activities for regular education students in grades K-5. Spoke about the objectives of the project which include healthy school climate and peer leaders from the middle school going to the elementary school to give mini lessons, after school programs for Sp. Ed. students with activities and food insecurities. Small classroom renovation to put in a sink and food prep station. Will be putting together a recipe book. Plan on selling books at TREPS marketplace. All money to be recycled back into the program. Will be doing more with the community garden. Will have a Culture Night Celebration. Asked the BOE for transportation. An afterschool program will need to be established and asked for a stipend. Asked for the BOE to pay for the installation of the sink into the science room, plumbing for hot water. Sink has been purchased but has

never been installed. Asked BOE to pay for Professional Development training. Estimated total cost of BOE would be approximately \$5,672. Mr. Miller spoke about installation of sink Clarified that stipend would be \$1,000 each.

- b. Audit Presentation by Man C. Lee, Partner, Nisivoccia. Ms. Lee presented a 2-page financial summary to the BOE for the 6/30/22 year end and went over the findings and recommendations.
- c. Henry Ossi from DMR Architects regarding the Long Range Facilities Plan and submission to the State for approval of our electrical upgrade, classroom expansion, parking and driveway upgrades, new front sign and pole barn. Mr. Ossi gave an overview of the initial approval process. Went over the diagram for the projects.

7. 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 7:52 p.m.

Motion Paul Brislin 2nd Michael Zernhelt Voice Vote: All in Favor

Motion to close Executive Session at 8:33 p.m.

Motion Andree Campbell 2nd Tasha DeGeorge Voice Vote: All in Favor

Motion to reopen Regular Meeting at 8:33 p.m.

Motion Paul Brislin 2nd Danielle Christmann Voice Vote: All in Favor

8. CSA REPORT - James Andriac, Acting CSA - There is one HIB report that was founded. All the proper channels were followed pursuant to our conduct code. We had our Hoop Wizards assembly today for all grades. We are having another TREP\$ marketplace in the Spring. The Student Council had their Snowflake dance for the middle school (5th-8th) and the PTA is having their Sweetheart Dance this Friday for grades PreK to 4th. The enrollment increase from June 30, 2022 is 75 new students.

9. SBA REPORT - Carl Morelli, SBA - Tonight we heard from Mr. Ossie from DMR regarding our LRFP and submission to the State for electrical update, site improvements including widening the driveway entrance, extended bus parking, lane improvements for traffic circulation and additional parking, classroom addition, pole barn and new front sign. Information on our LRFP can be found on our website. We will be utilizing all grant funds available and our Capital Reserve funds for these projects. We also heard from Man Lee, our auditor from Nisivoccia. I would like to thank them both for their presentations. On the agenda tonight for approval are the district's financial reports for October, November and December bringing our district in compliance with these items. Our budget presentation is underway and I will be discussing the budget at our next meeting in preparation for the approval on March 8th and I will be introducing our budget calendar for approval under New Business. I am still negotiating with the roofing company for the finish work on the building and will have a proposal to present at the next meeting. The review of our grants has determined that the window balance replacement project would fall under them for fresh air in our building and will have a proposal to present at the next meeting. The last item is the April 25th election. Information is on our website.

10. BOARD PRESIDENT’S REPORT - Barbara Holstein. Very thrilled with the presentation by Ms. VanGorden. Monty’s Cafe will be a great addition to our school.

11. CORRESPONDENCE - High Point Regional School District - District Music & Art Celebration pamphlet

12. 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 January 11, 2023.

Moved: Andree Campbell

Seconded: Tasha DeGeorge

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

13. 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 8:47 p.m.

Motion Tasha DeGeorge 2nd Andree Campbell Voice Vote: All in Favor

Motion to close Public Comment at 8:48 p.m.

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

14. FINANCE AND INSURANCE

Motion made by Paul Brislin to do a consent agenda for items F-1 to F-6
Seconded by Tasha DeGeorge

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 October 2022. They are both in agreement.

F-2 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 November 2022. They are both in agreement.

F-3 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 December 2022. They are both in agreement.

F-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the January 12, 2023 through February 8, 2023 - Bill List listed below:

Fund 10	\$ 40,080.94
Fund 11	\$678,802.38
Fund 12	\$ 18,665.32
Fund 20	\$ 70,951.38
Fund 60	\$ 18,914.18
Fund 61	\$ 2,599.14
Grand Total	\$830,013.34

F-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve David Miller, Facilities Manager, to attend the NJSBGA 25th Annual Expo & Conference at Harrah’s Waterfront Conference Center from March 19, 2023 through March 22, 2023 with a total cost of \$827.96. (Registration fee \$325.00, hotel cost \$300.00, mileage cost and tolls \$202.96).

F-6 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the 2024 Impact Aid Grant submission.

Moved: Paul Brislin

Seconded: Tasha DeGeorge

Discussion: Barbara Holstein is happy that Dave Miller is going to the expo so that he can bring back any ideas and find out about any grants for the building.

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

15. PERSONNEL

Motion made by Paul Brislin to do a consent agenda for items P-1 to P-10
Seconded by Michael Zernhelt

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve tuition reimbursement to **Employee #10870673** in the amount of \$2,008.50 pursuant to the MEA Contract.

P-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve tuition reimbursement to **Employee #59037606** in the amount of \$2,033.50 pursuant to the MEA Contract.

P-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the resignation of **Employee #10870682** effective February 15, 2023..

P-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **GARY DENNISON**, as full time bus driver, Step J, pending background check, if needed, for the 2022-2023 school year, with a start date on or about February 9, 2023.

P-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **Employee #29442001** maternity leave as of September 5, 2023 through approximately January 2, 2024.

P-6 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **JENNIFER VANKIRK**, as full-time LDTC, Step D/MA+30 (prorated) for the 2022-2023 school year.

P-7 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **MELISSA NEAMAND**, Photography Club Advisor, to receive a \$1,000 stipend per the MEA Agreement. (Photography club was approved with Ms. Neamand as Club Advisor for the 2022-23SY on October 12, 2022).

P-8 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **SCOTT TANNER and CHRISTINE ASCHOFF**, as Archery Club Advisors with a \$1,000 stipend each per the MEA Agreement for the 2022-23 school year.

P-9 BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the creation of “The Friend Zone” club with Ashley Bongiorno and Alexandria Zeim as club advisors with a \$1,000 stipend each per the MEA Agreement for the 2022-23 school year.

P-10 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accepts the retirement of **DENISE BELLINI** effective July 1, 2023.

Discussion: Mr. Zernhelt asked what is a LDTC? Mr. Andriac replied that they are part of the Special Ed department and do a lot of the testing. After the test they get their specific diagnosis and from there we introduce modifications to the IEPs. Ms. Holstein clarified that it is Learning Disabilities Teacher Consultant and they are the liaison between the CST and the classroom teacher. Mr. Andriac stated that we also use them as case managers and it is a big help to us. It is giving us another full time person to come in and test the students but manage individual students and their IEPs. A lot of our IEPs need to be reevaluated. Ms. Holstein also stated that the LDTC who is usually head of the CST or one of the lead members of the CST. This is a current interventionist and we are moving her. We found out that she will have her LDTC license in June and we asked the County to get her an emergency license which they did.

Ms. Christmann asked about P-9. She asked what The Friend Zone is. Mr. Andriac stated that it is basically Sunny Seeds Part 2. Different people, different name. It's a girls club.

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

16. BUILDINGS AND GROUNDS

BG-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve R.D. Sales Door & Hardware, LLC, Ed Data Bid #11660/23 in the amount of \$7,145.00 for the installation of a classroom door and a door for the faculty/staff professional area.

Moved: Andree Campbell Seconded: Michael Zernhelt Discussion: Ms. Holstein stated that there is concern about the cost of the doors. In her humble opinion it is still too much. She consulted with Joe and was told legally that they can go outside the coop and put it out to bid which is what she would rather do. Would like to get a couple local bids. Would like to have it amended to be tabled.

Mr. Brislin asked about the quote from C&M Door Controls for \$5300. Ms. Holstein stated that the 2nd quote we received requires us to join the coop.

Vote to table BG-1 - BG-1 IS TABLED

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

BG-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the MEA's Request for Use of Facilities or Grounds for the following: Cafeteria and bathroom usage on Thursday, March 16, 2023 from 2PM to 7PM to have Optical Academy come to the school to provide discounted eye exams and display a large assortment of eyeglass frames and accessories for purchase. This event will be open to all staff members, families, friends and the community.

Moved: Paul Brislin Seconded: Tasha DeGeorge Discussion: Barbara Holstein stated that she went to Optical Academy and they are clean, friendly, and extremely professional. Recommends to anyone to come out and take advantage of this.

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

A-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the submission of the HIPP Grant Application by Rachel Van Gorden and for all grant related expenses up to \$5,700.00

Moved: Paul Brislin

Seconded: Tasha DeGeorge

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

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 9:12 p.m.

Motion Tasha DeGeorge 2nd Michael Zernhelt Voice Vote: All in Favor

Motion to close Public Comment at 9:13 p.m.

Motion Tasha DeGeorge 2nd Michael Zernhelt Voice Vote: All in Favor

19. NEW BUSINESS - Budget Calendar

F-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the 2023-24 Budget Calendar.

Moved: Paul Brislin

Seconded: Barbara Holstein

Discussion - Ms. Holstein stated that we are putting the right foot forward and getting things done that were not done in the past. Ms. Holstein asked if there was any word on the State Aid figures. Mr. Morelli said no. The Governor's address is on February 28 and the State Aid figures are released 2 days later, March 2 and our budget is due March 8 so it will be crutch time again.

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

20. ADJOURNMENT

Motion Tasha DeGeorge 2nd Andree Campbell

Voice Vote: All in Favor

Time of Adjournment: 9:16 p.m.

Respectfully submitted,

Carl Morelli

CARL MORELLI,
Board Secretary