

**Montague Township Board of Education Meeting  
Regular Action Meeting Minutes  
July 26, 2023**

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

**2. ROLL CALL**

	<b>Present</b>	<b>Absent</b>
Barbara Holstein, President	x	
Michael Zernhelt, Vice President		X with notice
Christopher Bell	X (arrived at 6:47 p.m.)	
Paul Brislin	x	
Andree Campbell	x	
Tasha DeGeorge	x	
Jaime Johnson	x	

**Others Present:**

	<u>Present</u>	<u>Absent</u>
James Andriac - Acting Superintendent	x _____	_____
Gregory Brennan, Interim SBA/BS	x _____	_____
Joseph Garcia, Esq. – Board Atty.	x _____	_____

**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. 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 Andree Campbell                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

Motion to close Executive Session at 7:15 p.m.  
 Motion Christopher Bell                      2<sup>nd</sup> Andree Campbell                      Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:15 p.m.  
 Motion Tasha DeGeorge                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

**7. CSA REPORT - James Andriac, Acting Superintendent** - NJSLA scores came in. Still waiting on the science scores. Looks like we did better than last year. We will have the scores for the public at the next meeting. By the next meeting, we will have a form on our website under Parents tab "Sports" for our fall sports. Students in 5th and over will need physicals. Any newly enrolled students, please read through the registration packet in its entirety because we are seeing that packets are being submitted incomplete. Spoke with PTA and they plan on doing a monthly event and we as a school plan on doing something as a school monthly as well. We just set up the Raptor System today for security purposes. When a person enters the building, it scans their ID. Michael D'Amore, our security officer gave a brief description of what the system does. Ms. Holstein asked for information for the BOE members and asked if a policy needs to be in place for it. Mr. D'Amore stated that many NJ schools use this system. We do not stop anyone from coming into the building. Mr. Andriac stated that we do not need a presentation but maybe a breakdown of the capabilities of the system. Ms. Holstein wants parents to feel comfortable coming into the building. Mr. Andriac stated that this is purely for security purposes. This is linked up to Realtime and will save time. Ms. Holstein would like more information on the system. Mr. Bell asked for the health forms that the students have to fill out that religious exemptions are easily acceptable here for vaccinations? Mr. Garcia stated that there is a legal standard as to whether or not information presented is sufficient to grant the religious exemption and without speaking to freely in open session and disclosing information in open session he feels comfortable in saying that when they do get them we are in compliance with the law in how they are approved or denied. Mr. Garcia stated that it is sent to Mr. Garcia's office. It is not the nurse who determines it.

**8. INTERIM SBA REPORT - Gregory Brennan, Interim SBA** - Nothing to report. During new business we put out an RFQ for the District Auditor. The auditor who responded was way above our budgeted amount for our audit so we are going to have a resolution in new business that will address that. Once the resolution is passed, we will advertise and go and submit a request for proposals to new auditors. Mr. Andriac stated that there is one spot in front of the building where the gutters have not been fixed. We are waiting for materials to come in. We are just waiting for the building supplies to come in and once they do those gutters will be fixed. Ms. Holstein asked if there is any update on the gym painting? Mr. Andriac said he does have something and will get it to the BOE members.

**9. BOARD PRESIDENT'S REPORT - Barbara Holstein** - Asked about the Transportation Coordinator update. Mr. Andriac stated that it is advertised but no response yet. Ms. Holstein asked for an updated PCR for the next board meeting. Just to update the public, the Long Range Facility Plan update is that they are at the State of NJ and putting pressure on the State to get these back so we can get some work done at the school. I requested from our BA that our Board members get their NJSBA training. Asked Mr. Andriac of our projected enrollment number and Mr. Andriac stated approximately 305 to 310.

## **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 7:39 p.m.

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

Motion to close Public Comment at 7:40 p.m.

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

**11. FINANCE**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Tuition Contracts between the Sussex County Educational Services Commission and the Montague Township BOE for the following students to attend Northern Hills Academy for the 2023-2024 School Year commencing September 7, 2023.

Student ID#	Tuition Amount	Paraprofessional	Add't Therapy	Total
2454617903	\$53,945.00	N/A	N/A	\$53,945.00
3278766357	\$53,945.00	N/A	N/A	\$53,945.00
4591539647	\$60,182.00	\$29,055.00	N/A	\$89,237.00
7601787301	\$53,945.00	\$29,055.00	\$2,117.00 (1x)	\$85,117.00
8197377834	\$53,945.00	\$29,055.00	\$4,234.00 (2x)	\$87,234.00
8647.176929	\$60,182.00	\$29,055.00	\$4,234.00 (2x)	\$93,471.00
8590606188	\$53,945.00	\$29,055.00	\$6,351.00 (3x)	\$89,351.00

Moved: Tasha DeGeorge

Seconded: Christopher Bell

Discussion:

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

**12. PERSONNEL - CONSENT AGENDA FOR ITEMS P-1 THROUGH P-5**

Motion by Andree Campbell, 2nd by Jaime Johnson - Discussion - Mr. Bell asked what is the Friend Zone? Mr. Andriac stated that it is similar to Sunny Seeds. It is a girls group that meets and discusses ways to handle issues amongst friends. Ms. Holstein asked if they are separate by age? Mr. Andriac stated yes, Sunny Seeds is the younger kids and the Fiends Zone is middle school and they are both specifically for girls. Mr. Brislin asked what are Bait Buddies? Mr. Andriac stated that it is a fishing club. Mr. Bell asked that is TREP\$? Mr. Andriac stated that it is a market place. Students will come up with an idea and we will have a TREP\$ day and the students will sell their craft. It is open to the community. It was a big success.

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education accept the resignation of Employee #10870587 effective July 27, 2023.

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **KAISHA SCHENK** as full time Paraprofessional, Step C, pending background check, if needed, for the 2023-2024 school year with a start date of August 30, 2023.

**P-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **EMMA VANKIRK** as full time Paraprofessional, Step A, pending background check, for the 2023-2024 school year with a start date of August 29, 2023.

**P-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **SAMANTHA FROST**, Behavioral Health Clinician/Social Worker; twenty (20) days per diem for the summer of 2023 at the agreed upon rate per the MEA agreement.

**P-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following stipend positions according to the MEA Agreement for the 2023-24 school year:

8th Grade Advisor - Kelly Boyle and Rachel VanGorden

Archery Club - Scott Tanner

Bait Buddies - Carl Ferriere

Basketball - Brent Runne and Emily Weiss

Bell Choir - Jody Taylor

Cheerleading - Kristen Fazzio and Katlyn Vallis

Cross Country - Kelsey Hashagen, Brent Runne and Emily Weiss

The Friend Zone - Ashley Bongiorno and Alexandria Zeim

Girls on the Run - Darah Pinzone and Samantha Frost

Photography Club - Melissa Neamand

Soccer Club - Rachel VanGorden

Student Council - Lorie Jeskey and Jody Taylor

Sunny Seeds - Ashley Bongiorno and Alexandria Zeim

Theatre Club - Clancey Lane

Track & Field - Brent Runne and Emily Weiss

TREP\$ - Michele Tagliabue and Jessica Coppolino

Volleyball - Rachel VanGorden

Yearbook - Melissa Neamand

Asbestos Certified

Black Seal Certified

National Board Certified

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

**13. ADMINISTRATION - CONSENT AGENDA FOR ITEMS A-1 THROUGH A-2**

Motion by Paul Brislin, 2nd by Christopher Bell. Discussion: Mr. Andriac stated that A-1 is a State mandate that we have to resubmit every year since COVID happened. We never plan on going virtual or remote ever again however, the State does require us to send in a plan in case it does happen. A-2 is us sending the entire middle school to Camp Mason for them to work together and start the school year off on a good note. (Grades 6th-8th).

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the submission of the Emergency Virtual or Remote Instruction Programs for the 2023-2024 School Year.

**A-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following field trip:

DATE	GRADE	LOCATION	COST
Monday, October 2, 2023	Middle School (65 students)	YMCA CAMP MASON	\$3,168 plus cost of transportation

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

**14. LIAISON REPORTS**

- High Point - Andree Campbell - Nothing to report - general business only
- Montague PTA - Mr. Andriac - Working together to do the best we can for our students
- Sussex County Charter/Tech School - Andree Campbell - Nothing to report - general business only - they will be demolishing the pool area
- School Board Association - Barbara Holstein - Nothing to report at this time - Advertising for their Fall convention

## 15. 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 7:53 p.m.

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

Mr. Bell asked Mr. Andriac if we were going to get information back from the surveys? Mr. Andriac said we got information back from the teacher and student surveys but not public surveys yet. Will have information by the next meeting. Ms. Holstein said this will fall under unfinished business.

Motion to close Public Comment at 7:54 p.m.

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

**16. UNFINISHED BUSINESS** - Mr. Bell asked what are the results of the teacher surveys? Mr. Andriac stated that they are separate and not about the budget. The budget question went out to the public only. Mr. Brislin asked if the teachers submitted surveys are we as board members are we privy to what they submitted? Mr. Andriac said generally we wouldn't provide that information to you because you didn't get the questions. Mr. Brislin said he would like to see the questions for the teachers and the students. Mr. Andriac stated that these surveys are asking questions to teachers and students just to give a feel of the concerns of the teachers and students that can make things better in the building in the future. It is being gathered by the Professional Development company that we brought in and using this data to tailor a program to Montague. Ms. Holstein asked Mr. Garcia if this is something that we would discuss in Executive Session? She feels that the Board needs to be made aware of what the summaries are. She wants to know what the public is thinking. Mr. Brislin wants to know what the questions are to the students and teachers and what the answers are. Mr. Garcia stated that providing the questions should not be a problem but if the staff and students were asked to provide opinions based on the understanding they would remain confidential then it would have to be discussed behind closed doors and the company would provide you with responses with no particular person. The comments would not be listed by a person. It would be confidential. If it was not to remain confidential it would prevent them from cooperating in the future. Mr. Andriac would feel more comfortable giving a summary. Ms. Holstein wants to see the good, back and the ugly. The Board should know about it. Mr. Garcia said his recommendation is not to over complicate it. You hired a company to ask the questions, let them gather the responses. You will see the responses, you just won't see who the responses are from. Mr. Andriac said this is why we are doing this. To see where we can improve and make things better. Mr. Brislin asked when can we expect this report? Mr. Andriac said he will try for the next meeting. Ms. Holstein said maybe not the next meeting, but the meeting after that. Ms. Holstein said 2 to 4 weeks. Mr. Garcia said to ask the company how long it will take to compile the information.

**17. NEW BUSINESS** - Mr. Brislin suggested that towards the end of summer that we have an ice cream social to invite the parents to complete a questionnaire (Free and Reduced Lunch Program). Ms. Holstein stated that there is a confidentiality issue there. August is a transitioning month and will be a tough month. We can make a drop box for the free and reduced lunch forms.

Motion by Barbara Holstein to get resolution on record, 2nd by Paul Brislin

**Resolution** to reject the only proposal received for auditor pursuant to NJSA 18A:18A-22, as the bid substantially exceeds the cost estimates and the Board's appropriation for these services.

Discussion: Mr. Brislin asked if there is a current list of potential audit firms and each name on the list that has not previously submitted a proposal each name will be sent a request for proposal? Mr. Garcia wanted to clarify that because we did not receive as many bids as we anticipated, Greg did a survey of auditors that other Districts in Sussex County are using we will reach out to those auditors to make sure they are aware that there is a RFQ out there and hopefully they will submit a proposal and we will advertise as well.

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

**18. ADJOURNMENT**

Motion Barbara Holstein                      2nd Paul Brislin                      Voice Vote: All in Favor  
Time of Adjournment: 8:08 p.m.

Respectfully submitted,

*Gregory Brennan*

GREGORY BRENNAN  
Board Secretary