

**Montague Township Board of Education Meeting
Regular Action Meeting Minutes
June 28, 2023**

Due to Barbara Holstein, President not being able to attend the meeting, Michael Zernhelt, Vice President, ran the meeting

1. CALL TO ORDER at 6:32 p.m.

2. ROLL CALL

	Present	Absent
Barbara Holstein, President		x
Michael Zernhelt, Vice President	x	
Christopher Bell	x	
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 _____	_____
Carl Morelli, 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 6:33 p.m.

Motion Paul Brislin 2nd Andree Campbell Voice Vote: All in Favor

Motion to close Executive Session at 7:08 p.m.

Motion Tasha DeGeorge 2nd Christopher Bell Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:09 p.m.

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

7. **CSA REPORT - James Andriac, CSA** - We had our 8th grade graduation and it was very well put together and by far the nicest graduation since I've been here. Thanked Ms. Ortiz, Ms. Weiss and Ms. VanGorden for their hard work they put into it. We had summer school start this past Monday which will run until the end of July. We will start offering electives to our middle school students next year. They will have choices as to which classes they will take. We are doing this with our teachers who have certifications in these areas so we do not need to hire new employees. Our 3M ballistic film is coming in to be wrapped around our entire building. Thanked Ms. Coppolino and Mr. Romano for starting the middle school electives schedule.
8. **SBA REPORT - Carl Morelli, SBA** - We are closing out our school year on June 30, 2023. Our grants are in good shape. Everything has been approved through the past year and all submissions have been timely submitted so we will be receiving our grant money as we start drawing it down. This is my last meeting as your district Business Administrator and I would like to take this opportunity to thank the Board of Education for their support during the last 1 ½ years. We have come a long way from when I started. Last spring we opened the Library that was closed by the prior administration several years earlier.

After seeing the condition of our preschool bathrooms, we remodeled them during the summer,

The roof restoration project was finally completed and even the additional trimwork is currently being installed and there are no longer buckets in the classrooms to catch the rain water.

We successfully approved 2 consecutive years budgets with both years receiving voter approval.

Updated the Long Range Facilities plan and have a schedule of projects and improvements that are much needed.

There are several other items I can mention but most importantly I would like to thank my Assistants Melinda, Dana and Danielle for helping me to streamline our office processes and go as paperless as we could and for helping to correct many items in our business office.

I would also like to thank Mr. Andraic for his support during the past year, Mr. Romano for his IT support and helping me with new grants, Mr. Miller for his work in improving our building, Mr. Cicalese for his work on our transportation issues, Ms. Ortiz for curriculum and special needs, our staff members, our town citizens for approving my budgets 2 years in a row and to Mr. Neil Cramer and Dr. Gayle Carrick for their support during my time here.

As I have said before, we have one school in Montague and it is very important to work together to achieve the best possible school for our students.

And lastly I would also like to welcome Mr. Gregory Brennen to the position as your new Interim Business Administrator/Board Secretary who is on our Agenda for approval tonight.

Once again, thank you and may everyone have a safe and healthy summer.

9. 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 7:15 p.m.
 Motion Tasha DeGeorge 2nd Jaime Johnson Voice Vote: All in Favor

Motion to close Public Comment at 7:17 p.m.
 Motion Christopher Bell 2nd Tasha DeGeorge Voice Vote: All in Favor

10. FINANCE

**Michael Zernhelt would like to do a consent agenda for items F-1 through F3
 Motion by Christopher Bell, 2nd by Paul Brislin**

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the June 15, 2023 through June 28, 2023 - Bill List attached and listed below:

Fund 10	\$ 21,932.75
Fund 11	\$ 540,392.96
Fund 12	\$ 0.00
Fund 20	\$ 61,780.17
Fund 60	\$ 14,544.90
Fund 61	\$ 9,137.76
Grand Total	\$ 647,788.54

F-2. BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Tuition Contract dated June 13, 2023 between the Montague Board of Education and Lakeland Andover School for Student ID 3811650735 for the 2023-2024 school year commencing September 1, 2023, (total number billable days will be 180), with a tentative total tuition of \$58,500.00.

F-3. BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Tuition Contract dated June 5, 2023 between the Montague Board of Education and Broadstep Academy for Student ID 160002 for the 2023-2024 school year commencing July 5, 2023 (total number billable days will be 210 days - 180 days September through June = \$121,581.00 plus 30 days for July through August = \$20,263.50), with a tentative total tuition of \$141,844.50.

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

F-4. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve a contract with BOXX Modular, Inc., of Exton, PA for a 24 month lease for four (4) classroom modules with restrooms for a cost of \$59,127. for delivery and installation, including ADA ramp and platform between two units, plus \$7,135. per month lease for 24 months. TIPS Awarded Contract #200902.

Mr. Zernhelt would like to have a motion made to table F-4 until the next meeting.

Moved: Tasha DeGeorge

Seconded: Andree Campbell

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

11. PERSONNEL

Mr. Zernhelt asked the Board if we can do a consent agenda for items P-1 through P-9. Motion by Tasha DeGeorge, 2nd by Jaime Johnson.

Discussion: Mr. Brislin asked about under P-2 the Transportation Coordinator since he resigned why is his contract part of this motion? Mr. Andriac stated that he resigned as of August 31, 2023? Mr. Brislin stated that we are approving his contract for the 2023-24SY and Mr. Andriac stated that he is staying on until August 31, 2023 and Mr. Morelli stated that we can note in the Minutes that for James Cicalese, Transportation Coordinator to run from July 1, 2023 to August 31, 2023. That wording will become part of the minutes and Mr. Brislin is okay with that.

P-1. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve **GREGORY BRENNAN** as Interim School Business Administrator/Board Secretary, pending background check, effective July 1, 2023 through June 30, 2024 at an annual rate not to exceed \$93,600.00.

P-2. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following Administrative Staff Individual Contracts for the 2023-2024 school year:

Priscilla Ortiz, Vice Principal

Mark Romano, Director of Technology/Project Manager

David Miller, Director of School Facilities

James Cicalese, Transportation Coordinator to run from July 1, 2023 to August 31, 2023

Melinda Tanzola, Administrative Assistant to School Business Administrator/Human Resources

Dana Berry, Administrative Assistant to the Board Secretary/HR/NJ Smart & Realtime Student Data Manager

Danielle Conklin, CSA Confidential Secretary/Food Service Coordinator/Public Relations

P-3. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **JESSICA COPPOLINO**, Library-Media Specialist, twenty (20) days per diem for the summer of 2023 at the agreed upon rate per the MEA agreement.

P-4. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **KELLY BOYLE**, Guidance Counselor, 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 **MEGAN FAZZIO**, Teacher, twenty (20) days per diem for the summer of 2023 at the agreed upon rate per the MEA agreement.

P-6. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **SAMANTHA FROST**, Social Worker, to the 2023-2024 School Improvement Panel (ScIP) Members, required by the TeachNJ Act.

P-7. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **MICHAEL D'AMORE**, as Security Guard and School Safety Specialist for the 2023 summer Extended School Year at an hourly rate of \$25.00 commencing July 5, 2023 through July 25, 2023.

P-8. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept the resignation of Employee #31850373 effective August 31, 2023.

P-9. BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve to employ **RENÉ METZGAR**, part-time as needed, to provide Business Office Services in the public schools, under the control of said Board of Education commencing July 1, 2023 to June 30, 2024, at an hourly rate of \$75.00/hour to be paid semi-monthly as per timesheets submitted.

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

12. POLICIES

PL-1. BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Multidimensional Leadership Performance Rubric (MLPR) as the 2023-2024 Administrator (Vice Principal, Asst. Principal, Director, etc.) evaluation instrument for the Montague Township School District.

Moved: Tasha DeGeorge

Seconded: Andree Campbell

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

13. 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 7:21 p.m.

Motion Paul Brislin

2nd Jaime Johnson

Voice Vote: All in Favor

Motion to close Public Comment at 7:24 p.m.

Motion Andree Campbell

2nd Tasha DeGeorge

Voice Vote: All in Favor

14. ADJOURNMENT

Motion Tasha DeGeorge

2nd Jaime Johnson

Voice Vote: All in Favor

Time of Adjournment: 7:25 p.m.

Respectfully submitted,

Carl Morelli

CARL MORELLI,
Board Secretary