

**Montague Township Board of Education Meeting  
Regular Action Meeting Minutes  
March 22, 2023**

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

**2. ROLL CALL**

	Present	Absent
Barbara Holstein, President	x	
Paul Brislin, Vice President	x	
Christopher Bell	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	<u>  x  </u>	<u>        </u>
Carl Morelli, SBA/BS	<u>  x  </u>	<u>        </u>
Joseph Garcia, Esq.	<u>        </u>	x Available by phone if needed

**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            2nd Paul Brislin            Voice Vote: All in Favor

Motion to close Executive Session at 7:03 p.m.

Motion Christopher Bell            2nd Andree Campbell            Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:03 p.m.

Motion Andree Campbell            2nd Michael Zernhelt            Voice Vote: All in Favor

**7. CSA REPORT - James Andriac, CSA**

- HIB report - One report came back unfounded
- We are having a Color Run on May 20th to support the 8th grade class
- Announced February's Students of the Month
- Superintendent Roundtable Award Recipient to Morgan Christmann

- On going school events - Over the next 2 months we will have the TREP\$ Marketplace on April 27th, Track and Field, Girls on the Run, Theatre Club for middle school, archery, 8th grade graduation will be Thursday, June 15. HP is Friday, June 16, 2023

**8. SBA REPORT - Carl Morelli, BA/BS - 2023-24 Budget Presentation with Power Point.** This budget at a zero percent increase Save the date for School Budget Election and 4 candidates on the slate - April 25, 2023. Doing the due diligence that the CSA evaluation of principal/Acting CSA and also a board self evaluation will be started and completed by April 26, 2023 board meeting.

**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 7:58 p.m.  
 Motion Christopher Bell                      2<sup>nd</sup> Andree Campbell                      Voice Vote: All in Favor

Motion to close Public Comment at 7:59 p.m.  
 Motion Tasha DeGeorge                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

**10. FINANCE AND INSURANCE**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the acceptance of the ARP-ESSER and Subgrant Awards listed below:

Total ARP ESSER - \$986,882

**Subgrants:**

- Accelerated Learning Coaching & Educator Support Grant - \$50,000
- Evidence-Based Summer Learning & Enrichment Activities Grant - \$40,000
- Evidence-Based Comprehensive Beyond the School Day Activities Grant - \$40,000
- NJTSS Mental Health Support Staffing Grant - \$45,0000

**Moved: Tasha DeGeorge**

**Seconded: Danielle Christmann**

<b>Roll Call</b>	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x	x	7
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**F-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the March 9, 2023 through March 22, 2023 - Bill List listed below:

Fund 10	\$ 29,785.80
Fund 11	\$327,406.62
Fund 12	\$ 304.00
Fund 20	\$ 32,072.80
Fund 60	\$ 1,636.71
Fund 61	\$ 822.38
Grand Total	\$392,028.31

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

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x	x	7
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**F-3 BE IT RESOLVED** that the Montague Township Board of Education approve the final 2023-2024 fiscal year County approved school budget as follows:

**EXPENDITURES**

<b>General Current Expense</b>	<b>\$9,633,281.00</b>
<b>Capital Outlay</b>	<b>\$1,230,000.00</b>
<b>Special Revenue Fund</b>	<b>\$2,579,439.00</b>
<b>Total Expenditures</b>	<b><u>\$13,442,720.00</u></b>

**REVENUE**

**General Fund**

<b>Local Tax Levy</b>	<b>\$6,572,446.00</b>
<b>Tuition Reserve</b>	<b>\$ 0.00</b>
<b>Fund Balance</b>	<b>\$ 663,467.00</b>
<b>Federal Impact Aid (revenue)</b>	<b>\$ 165,599.00</b>
<b>Maintenance Interest</b>	<b>\$ 120.00</b>
<b>Capital Reserve Interest</b>	<b>\$ 700.00</b>
<b>Ex Aid</b>	<b>\$ 95,886.00</b>
<b>State Aid</b>	<b><u>\$2,135,063.00</u></b>

**Total General Fund: \$9,633,281.00**

**Capital Reserve Withdrawal \$1,230,000.00**

**Special Revenue Fund \$ 2,579,439.00**

**Total Revenue \$13,442,720.00**

**Moved: Christopher Bell      Seconded: Paul Brislin      Discussion: Mr. Bell thanked Mr. Morelli for his presentation and answering all the questions and hopes the public approves it.**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								

**11. PERSONNEL**

**Consent Agenda for Items P-1 to P-4. Motion by Tasha DeGeorge, seconded by Michael Zernhelt.**

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education accept, the resignation of Employee #90970492 effective May 15, 2023.

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education accept, the resignation of Employee #36940054 effective May 16, 2023.

**P-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education accept, the resignation of Employee #10870688 effective March 31, 2023.

**P-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the following salary adjustments and corrections:

- A. Ashley Bongiorno, Teacher, to reflect the correct salary step of BA/B
- B. Samantha Frost, Social Worker, to reflect the correct salary step of MA/B
- C. Sheridan Kapuscinski, Teacher, to reflect the correct salary step of BA/A
- D. Alexandria Zeim, Teacher, to reflect the correct salary step of BA/B

**Discussion: Ms. Holstein wished those who are moving on to other Districts luck in the future endeavors and thank you for your time at Montague.**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								

**12. BUILDINGS AND GROUNDS**

**Consent agenda for items BG-1 and BG-2. Motion by Andree Campbell, seconded by Christopher Bell.**

**BG-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the approve PTA’s request for Use of Facilities for the following: Sunday, May 21, 2023 - 11:00 a.m. to 3 p.m. - Soccer field, cafeteria and bathroom usage candy bar bingo (hours include setup and clean up)

**BG-2 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, May 12, 2023, 4:00 p.m. to 8:30 p.m. for their PreK Prom (hours include setup and clean up)

**Discussion: Ms. Holstein stated that she is always happy to approve these Use of Facilities. This is what the budget is for.**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x	x	7
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**13. ADMINISTRATION**

**Consent agenda for Items A-1 to A-5. Motion by Paul Brislin, seconded by Tasha DeGeorge.**

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Thursday, June 15, 2023 for 8th Grade Graduation (time TBD).

**A-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Tuesday, June 13, 2023 for Preschool Graduation (ceremony 6PM to 7PM).

**A-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the completed 2023-2024 Preschool Budget Workbook.

**A-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Memorandum of Understanding between the Montague Township Public School District and the Sussex County Sheriff.

**A-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Tuition Contract between Montague Township School District and Broadstep Academy effective February 21, 2023 for a total of 74 billable days with for Student ID 160002 at a cost for tuition of \$112,364.70 (prorated) and an extraordinary services fee of \$25,200.00 (prorated).

Discussion: Mr. Bell asked Mr. Andriac in relation to A-4, the MOU, is there anything missing or that he would like to see in it. Mr. Andriac stated no it has been looked at and it is all good. Mr. D'Amore, the security guard, stated that we integrated the system with the State Police and now we are doing it with the Sheriff's office. It makes the school safer. It's a homeroom for all of us. Mr. Andriac stated that the Sheriff and State police will have access to our cameras. Mr. Andriac stated that sometimes the Sheriff is closer than the State Police. Mr. D'Amore stated we have an excellent relationship with law enforcement. Ms. Holstein stated that we have transformed the security in the school and again it has to do with the budget. Mr. D'Amore stated that this MOU is to get this system in place. Our security system is cell phone based. We can always see what is going on. Ms. Christmann asked if there is a lockdown while students are outside, where do they go? Mr. Andriac stated that they would hide behind the nearest object that would prevent them from being seen. This is why there is a privacy screen around the preschool gym outside. Ms. Campbell thanked Mike and Mark for all they have done to keep the school safe.

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								

**A-6 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the agreement between Montague Township School District and Mastermind Educator Agency for professional development to provide administrators with professional development opportunities to further develop their leadership skills and to provide leadership training and professional learning opportunities for key staff for an amount not to exceed \$10,000.00.

Moved: Tasha DeGeorge      Seconded: Danielle Christmann      Discussion: Ms. Holstein stated that we have a young (as in years of experience) administrative and teaching staff. We lost a lot of staff members and we bought a lot of people in. Mr. Andriac stated that he is new to this and we are always looking to improve. This would be to establish grouping leaders. They would all be considered a leadership type of role. Just wanted to get it approved then discuss it with the Board. Mr. Zernhelt asked if it was Mr. Andriac and Ms. Ortiz each, would cost \$10,000 for just the 2 of them? Mr. Andriac stated that it would be paid for by the ARP ESSER Grant of \$50,000. Mr. Andriac really wants our teachers to get real PD. Meaningful PD is hard to find. Mr. Andriac stated that they come to the school and they go all around the country. Ms. Holstein would like to see it structured around the PD days already on the calendar. Mr. Brislin asked if it is generic content or if it is NJ specific? Mr. Andriac stated that it is specific towards the needs of the school. The Board needs to know what Mr. Andriac feels what the needs of the building are. Mr. Andriac stated that even though they are in NY they come to NJ. Ms. DeGeorge stated that she feels we are being extra-picky with this and that we do not look into anyone else's continuing education with this much detail. Mr. Andriac stated that he could get more information. Mr. Brislin asked where the training would take place. Mr. Andriac stated it is in the school. Ms. DeGeorge stated that having them come to the school is worth it alone. We need to invest in our administration. Ms. Holstein stated that she does not see this as a bad thing. She sees it as a forward thinking thing and as an assessment but has to do the due diligence in saying that we must get more information. The objectives are broad and not measurable. Ms. DeGeorge stated that we never received a syllabus from Mr. Morelli. Why are we looking at this so closely when we never asked for it before? Ms. DeGeorge asked why are we treating it differently? The Board is the CSA boss and they need more information. Ms. DeGeorge asked why we are looking at this so closely when we don't get that information on anything else. Ms. Holstein stated because we are being asked to spend tens of thousands of dollars. Ms. DeGeorge stated that she would want that information for anything. Mr. Zernhelt stated that he was not able to find much information online about this company. Mr. Andriac stated that they are new and part of a bigger umbrella and he will have them do a presentation for more information.

**Motion to Table by Paul Brislin      Seconded: Michael Zernhelt - Item has been tabled**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								



**17. ADJOURNMENT**

Motion Andree Campbell  
Time of Adjournment: 8:35 p.m.

2nd Paul Brislin

Voice Vote: All in Favor

Respectfully submitted,

*Carl Morelli*

CARL MORELLI,  
Board Secretary