

**Montague Township Board of Education Meeting  
Regular Action Meeting Agenda  
November 29, 2023**

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

**2. ROLL CALL**

	Present	Absent
Barbara Holstein, President		X with notice
Michael Zernhelt, Vice President	x	
Christopher Bell		X with notice
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	_____
Michael Bussow, 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 Paul Brislin                      2<sup>nd</sup> Andree Campbell                      Voice Vote: All in Favor

Motion to close Executive Session at 7:08 p.m.  
 Motion Tasha DeGeorge                      2<sup>nd</sup> Andree Campbell                      Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:08 p.m.  
 Motion Paul Brislin                      2<sup>nd</sup> Tasha DeGeorge                      Voice Vote: All in Favor

**7. CSA REPORT - James Andriac, Acting Superintendent - Thanked Mr. Harris for 2nd and 3rd grade successful rocket launch on Monday, November 27, 2023. December 4, 2023 report cards will be available on the parent portal. On December 6th, 7th and 8th there will be early dismissal for parent conferences. Parents should have received something through email or class dojo to sign up for a conference. TREP\$ Marketplace will be going on Thursday, December 7th from 6PM to 8PM as well as the bookfair. The bookfair will be Thursday, December 7th and December 8th. The Bell Choir will be performing at the Montague Tree**

Lighting on Saturday, December 2, 2023 at 4PM. We are still looking for bus drivers. If anyone has a CDL and S endorsement please send your resume to [HR@montagueschool.org](mailto:HR@montagueschool.org).

**8. SBA REPORT - Michael Bussow, SBA** - We have a preliminary approval of our preschool construction grant. We are in our final stages of that and our parking lot approval is moving along and we are hoping to be able to present it to the town committee. After December 12th we will have our final report with the engineer and are looking to go out to bid by February and have construction begin in April. We don't think it will interfere with the daily processes with the building where the parking lot will be located so doing it during school time should work out and it will not be disruptive. The LED project is moving along. The exterior of the building is completed. The hallways, cafeteria and some of the classrooms have been started. The savings on that will also help reduce our electric load.

**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 7:12 p.m.  
 Motion Tasha DeGeorge                      2<sup>nd</sup> Jaime Johnson                      Voice Vote: All in Favor

Motion to close Public Comment at 7:13 p.m.  
 Motion Andree Campbell                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

**10. FINANCE**

**Motion for Consent agenda for items F-1 to F-2**

**Moved: Paul Brislin                      Seconded: Andree Campbell**

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>		x	x	x		x	x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>	x				x			2

**Motion to approve Items F-1 and F-2**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the November 9, 2023 through November 29, 2023 - Bill List below:

Fund 10	\$104,282.67
Fund 11	\$460,528.88
Fund 12	\$ 27,500.00
Fund 20	\$ 78,522.72
Fund 60	\$ 16,549.66
Grand Total	\$687,419.21

**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 School Monies Report for the Month of September 2023 pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

Moved: Paul Brislin

Seconded: Tasha DeGeorge

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
YES		x	x	x		x	x	5
NO								
ABSTAIN								
ABSENT	x				x			2

## 11. PERSONNEL

### Motion for Consent Agenda for Items P-1 through P-7

Moved: Tasha DeGeorge

Seconded: Andree Campbell

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

### Motion to Approved Items P-1 through P-7

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept, with regret, the resignation of **Employee ID #10870641** effective January 12, 2024.

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept, with regret, the resignation of **Employee ID #10870578** effective January 22, 2024.

**P-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **LISA ANNE HOEHN** as a Long Term Substitute Teacher for Maternity Leave effective December 1, 2023 for the 2023-2024 school year.

**P-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **CAROLINA YOUNG** as full time Paraprofessional, Step A (prorated), pending background check, for the 2023-2024 school year with a start date of on or about December 18, 2023.

**P-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **YAKELIN CIRRITO** as a substitute custodian, pending background check, at the rate of \$20.00 per hour for the 2023-2024 school year.

**P-6 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **KIMBERLEY UNHOCH** as a substitute security officer, pending background check, at the rate of \$25.00 per hour for the 2023-2024 school year.

**P-7 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **MELISSA NEAMAND and KORINN LORIZ** as Co-Yearbook Advisors, for the 2023-2024 school year with a stipend of \$1,000 each per the MEA Agreement.

Moved: Tasha DeGeorge

Seconded: Andree Campbell

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

Mr. Zernhelt asked that BG-1 through BG-2 and A-1 through A-3 be a Consent Agenda. Mr. Brislin said that we need to discuss A-3 and he would like to bifurcate that and we need to discuss A-3. There is a change in meeting night for the month of February. Mr. Andriac stated that when we put this together Valentine's Day falls on a meeting night so we decided to go with the 7th and 21st. If you want to go with the 14th and 28th I have no issue with that, it's up to you guys. Mr. Brislin asked if we should table it to give Barbara and Chris the opportunity to discuss because of their conflict.

**Motion for Consent Agenda for items BG-1 through BG-2 and Items A-1 through A-2**

Moved: Paul Brislin

Seconded: Andree Campbell

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
YES		x	x	x		x	x	5
NO								
ABSTAIN								
ABSENT	x				x			2

**Motion to Approve BG-1 and BG-2 and A-1 and A-2**

Moved: Tasha DeGeorge

Seconded: Andree Campbell

**12. BUILDING AND GROUNDS**

**BG-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the **Montague PTA's** Request for Use of Facilities or Grounds for the following:

USE/PURPOSE	ROOMS	DATE	TIME
General Meeting	Cafeteria	Thursday, Nov. 30, 2023	7PM to 8:30PM
Book Fair	Gymnasium	Wednesday, Dec. 6, 2023	3:30 p.m. to 5:00 p.m. (set up)
		Thursday, Dec. 7, 2023	School hours plus 6PM to 8PM
		Friday, Dec. 8, 2023	School hours
Make It & Take It	Gym, Classrooms & Bathroom	Friday, Dec. 15, 2023	4PM to 9:30PM (includes set up & clean up)

**BG-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following Request for Use of Facilities or Grounds for the following:

NAME	USE/PURPOSE	ROOMS	DATE	TIME
TREP\$	TREP\$ Marketplace	Gymnasium	Thursday, Dec. 7, 2023	6PM to 8PM
Dana Berry & Melinda Tanzola	Share the Warmth - Family Fun Night	Cafeteria & Bathroom	Friday, Dec. 15, 2023	6PM to 8PM

### 13. ADMINISTRATION

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Health and Safety Evaluation of School Buildings Checklist - Statement of Assurance for the 2023-24 school year.

**A-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Mobile Ed Productions - Planetarium Assembly being paid for and provided by the Montague PTA to the students during the school day on Thursday, January 4, 2024.

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>		x	x	x		x	x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>	x				x			2

**Motion by Paul Brislin to table A-3 until the next meeting. Seconded by Michael Zernhelt**

**A-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following January 2024 to December 2024 Board of Education hybrid meeting schedule:

WORKSHOP ACTION MEETINGS	REGULAR BOE MEETINGS
January 10, 2024	January 24, 2024
February 7, 2024	February 21, 2024
March 13, 2024 (Approval of Tentative Budget) <b>(Tentative)</b>	March 27, 2024 (Public Budget Hearing) <b>(Tentative)</b>
April 10, 2024	April 24, 2024
May 1, 2024 <b>Reorganization Meeting</b> <b>(Tentative)</b>	
May 8, 2024	May 22, 2024

June 12, 2024	June 26, 2024
July 10, 2024	July 24, 2024
August 14, 2024	August 28, 2024
September 11, 2024	September 25, 2024
October 9, 2024	October 23, 2024
November 13, 2024	
December 11, 2024	

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
YES		x	x	x		x	x	5
NO								
ABSTAIN								
ABSENT	x				x			2

#### 14. LIAISON REPORTS

- High Point - Tasha DeGeorge - Spring musical is going to be Young Frankenstein. Audition meeting is December 6th. The musical will be March 22, 23 and 24th. They are participating in the Stuff the Stocking competition and there is an Amazon Holiday Gift List.
- Montague PTA - Mr. Andriac - Book Fair will be December 7 & 8. They are also doing a planetarium in the building on January 4th for all the students. On December 15, the PTA are doing a Make It & Take It and Dana and Melinda will be doing something in the Cafeteria
- Sussex County Charter/Tech School - Andree Campbell - They are having an open house on January 10th between 5:30pm to 7:30 p.m. and are accepting applications for the 2023-24SY.

#### 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 7:20 p.m.

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

Motion to close Public Comment at 7:21 p.m.

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

**16. NEW BUSINESS**

**BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **MARTHA LUCIA SALINAS** as part time Paraprofessional at \$19.41 per hour and as substitute custodian, at \$20.00 per hour, pending background check, for the 2023-2024 school year with a start date of on or about December 18, 2023.

**Moved: Tasha DeGeorge                      Seconded: Jaime Johnson**

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>		x	x	x		x	x	5
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>	x				x			2

**17. ADJOURNMENT**

Motion Tasha DeGeorge                      2nd: Paul Brislin                      Voice Vote:                      All in Favor  
 Time of Adjournment: 7:22 p.m.

Respectfully submitted,

*Dana Berry*

DANA BERRY  
 Administrative Assistant to the Board Secretary