

**Montague Township Board of Education Meeting
Regular Action Meeting Minutes
April 10, 2024**

1. CALL TO ORDER at 6:31 p.m.

2. ROLL CALL

	Present	Absent
Michael Zernhelt, Vice President	x	
Christopher Bell	x (arrived at 6:41 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	
Michael Bussow, SBA/BS		X
Joseph Garcia, Esq. – Board Atty.	x	
Dana Berry, Asst. to Bd. Secretary	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. Notes: Dana Berry, Administrative Assistant to Michael Bussow, Board Secretary is filling in for Mr. Bussow this evening as the Minute Taker.

7. NOMINATIONS and ELECTION OF THE PRESIDENT BY BOARD SECRETARY

a. Dana Berry, Asst. to the Bd. Sec., opened the floor for nominations for President:

- (1). Michael Zernhelt nominated Andree Campbell
- (2). Tasha DeGeorge nominated Paul Brislin

Mr. Andriac asked Mr. Garcia if we should wait until Mr. Bell arrives. Mr. Garcia stated it is up to the BOE members. The BOE decided as a whole to wait for Christopher Bell before voting. The nomination is closed until Mr. Bell shows up.

8. Joseph Garcia, Esq., confirmed that since Michael Zernhelt was not nominated for President he remains in the Vice President position.

THE MEETING IS TURNED OVER TO THE MICHAEL ZERNHELDT, VICE PRESIDENT

9. The Board members interviewed Lisa D'Amore who submitted her Letter of Interest for the vacant Board of Education seat. No other submissions were received.

10. 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 6:37 p.m.
 Motion Paul Brislin 2nd Tasha DeGeorge Voice Vote: All in Favor

Motion to close Executive Session at 7:04 p.m.
 Motion Tasha DeGeorge 2nd Paul Brislin Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:05 p.m.
 Motion Andree Campbell 2nd Christopher Bell Voice Vote: All in Favor

Michael Zernhelt made a motion to amend the agenda to move up the vote to fill vacancy

Moved: Tasha DeGeorge Seconded: Paul Brislin

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

Michael Zernhelt made a motion to appoint candidate Lisa D'Amore as Board member to fill the vacancy.

Moved: Michael Zernhelt Seconded: Christopher Bell
Mr. Garcia stated that once her background check comes through we will swear Ms. D'Amore in.

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

Moved: Paul Brislin

Seconded: Tasha DeGeorge

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

Michael Zernhelt made a motion for consent agenda for items F-2 through F-5

Moved: Paul Brislin

Seconded: Tasha DeGeorge

Voice Vote: All in favor

F-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent that the Montague Township Board of Education approve the transfers adjustments as of February 29, 2024. (see attached).

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 School Monies Report for the Month of February 2024 pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

F-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve scholarship for the following amount. The Dureler fund will be unitized to pay scholarships.

\$50 - The Dureler Math Award

\$50 - The Dureler Science Award

\$50 - The Merusi-Youngman Award for Physical Education

F-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the completion of an application and receipt of a Safety Grant Award:

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, *et seq.* to provide insurance coverage and risk management services for its members;

WHEREAS, the Montague Township School District, hereinafter referred to as the “Educational Institution,” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED that: 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2024 fiscal year in the amount of \$2,000.00 for the purposes set forth in their safety grant application; and, 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

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

15. PERSONNEL

Michael Zernhelt made a motion to Consent Agenda for items P-1 through P-4

Moved: Christopher Bell Seconded: Andree Campbell

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve tuition reimbursement to Employee #10870698 in the amount of \$2,155.40.

P-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept the retirement of Employee #10870703 effective July 1, 2024.

P-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve **HEATHER D'AMORE MASELLI**, as a substitute teacher, pending background check, if needed, 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 the LEAD Teacher job description.

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

16. TRANSPORTATION

T-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the Resolution to participate in the Joint Transportation Agreement for the 2024-2025 school year with the Sussex County Regional Cooperative:

- A. Field TripS/Athletic Trips (4% administrative fee)
- B. Public Routes (2% administrative fee)
- C. Non-Public Routes (2% administrative fee)
- D. Special Education Routes (4% administration fee)

Moved: Tasha DeGeorge Seconded: Paul Brislin Discussion: Ms. DeGeorge asked what this was for. Mr. Andriac said it was for us to use if we needed buses for field trips, etc.

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

17. ADMINISTRATION

Michael Zernhelt made a motion to do a Consent Agenda for items A-1 through A-7

Moved: Michael Zernhelt Seconded: Tasha DeGeorge

Discussion: Mr. Bell asked what changes were made to the school calendar. Ms. Berry stated that the changes were made per the Board’s discussion at the last meeting making December 23, 2024 the start of winter break and the Friday before a half day. Ms. DeGeorge asked, in reference to A-3, will buses still be doing their runs to HP, Tech and Charter? Mr. Andriac said yes they will. Transportation still be provided.

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the QSAC District Improvement Plan (DIP) for the Instruction and Program Section and Fiscal Management Section of the Quality Single Accountability Continuum.

A-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the 2024-2025 revised school calendar.

A-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve that the District be closed on Friday, May 24, 2024 and Tuesday, May 28, 2024 for the two (2) unused emergency closing days. *(However, please be advised that should the need to use our emergency closing days prior to May 24, 2024 due to an anticipated storm or other unforeseen circumstance arise, the Board may take back the emergency closing day(s) and hold school on these days.)*

A-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Thursday, June 13, 2024 and Friday, June 14, 2024 as early dismissals.

A-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following field trips:

GRADE	DESTINATION	COST
5th Grade - Bongiorno/Zeim	Tamerlaine Sanctuary & Preserve	\$45.00 (transportation provided)
5th Grade - Bongiorno/Zeim	Liberty Science Center	\$611.00 plus cost of transportation
2nd Grade - Battikha/Grant	Claws ‘N’ Paws	\$500.00 (transportation provided)
7th Grade - Hoffman	Fort Delaware Museum of Colonial History	\$111.00 plus cost of transportation
8th Grade - Van Gorden	Dorney Park	\$882.17 plus cost of transportation

Nominations for President of Board of Education - Andree Campbell and Paul Brislin were nominated. Mr. Bell was asked if he would like to nominate someone and he said no. Ms. Campbell was nominated first so a roll call for her will be first. If she gets the majority, then there's no reason to do the second vote. If she doesn't get the majority a roll call for Mr. Brislin will take place. Mr. Bell asked if there is an opportunity to discuss the candidate and Mr. Garcia said yes you can do it now before you do the call. Mr. Bell said he had a lengthy discussion with both candidates. Mr. Bell said that he knows Mr. Brislin will only take this position until January and Mr. Brislin firmly believes in term limits but he is adamant that he would limit himself to one term and that is why Mr. Bell would like to see Mr. Brislin take the position at this time. Mr. Zernhelt said he nominated Ms. Campbell is because he knows she can put the time in and attends school functions. Mr. Bell asked Mr. Garcia what happens if we don't have a majority tonight. Mr. Garcia said you can vote as many times as you like, the only caveat is that you have 30 days to appoint a president otherwise the County Superintendent will. Mr. Bell asked what the deadline was. Ms. DeGeorge asked if we can ask for an extension since we have a new board member coming on? Mr. Garcia said the County Superintendent would probably give a little bit more time. Normally they do not like to get involved. Mr. Andriac said he spoke to Dr. Carrick and that's exactly what she said. She said she wants the Board to figure it out but if it comes down to it she will have to pick. Ms. DeGeorge asked how long it will take for Lisa's clearance. Mr. Zernhelt said it depends on how backed up they are. Ms. Berry said she will give Lisa all the paperwork tonight for her fingerprinting. Mr. Andriac thinks Dr. Carrick would give us an additional 30 days.

Roll call for Andree Campbell

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Zernhelt	Total
YES			x		x	x	3
NO	x	x		x			3

Roll call for Paul Brislin

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Zernhelt	Total
YES	x	x		x			3
NO			x		x	x	3

Neither candidate got enough votes to assume the presidency. Mr. Zernhelt said he believes the board is all in agreement that we are going to see if we can get an extension. He asked if anyone is opposed to that? Mr. Andriack will contact Dr. Carrick in the morning.

Ms. Berry for the minutes wanted to recap what Mr. Garcia said that since Mr. Zernhelt is staying a Vice President we do not have to vote on that and Mr. Garcia confirmed that is correct.

20. ADJOURNMENT

Motion: Tasha DeGeorge 2nd Andree Campbell Voice Vote: All in Favor
 Time of Adjournment: 7:28 p.m.

Next Meeting - May 1, 2024 at 6:30 p.m. - Public Budget Hearing

Respectfully submitted,

Dana Berry

DANA BERRY
 Administrative Assistant to the Board Secretary