

**Montague Township Board of Education Meeting
Regular Action Meeting Agenda
July 10, 2024
6:30 p.m.**

1. **CALL TO ORDER** at _____

2. **ROLL CALL**

	Present	Absent
Andree Campbell, President		
Michael Zernhelt, Vice President		
Christopher Bell		
Paul Brislin		
Lisa D'Amore		
Tasha DeGeorge		
Jaime Johnson		

Others Present:

	<u>Present</u>	<u>Absent</u>
James Andriac - CSA	_____	_____
Michael Bussow, SBA/BS	_____	_____
Joseph Garcia, Esq. – Board Atty.	_____	_____
Dana Berry, Adm. Asst. to Bd. Sec.	_____	_____

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. **ZOOM PRESENTATION** - Joseph Carlo, Esq., of Wilentz, Goldman & Spitzer, P.A., regarding School District Litigation Against Social Media Companies

7. **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 ____ Motion ____ 2nd ____ All in Favor/Opposed ____

Motion to close Executive Session at ____ Motion ____ 2nd ____ All in Favor/Opposed ____

Motion to reopen Regular Meeting at ____ Motion ____ 2nd ____ All in Favor/Opposed ____

8. **CSA REPORT**

9. **SBA REPORT**

10. **BOARD PRESIDENT'S REPORT**

11. CORRESPONDENCE, if any

12. APPROVAL OF MINUTES

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Workshop Action Meeting Regular Minutes and the Executive Minutes of June 12, 2024.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

13. 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 _____ p.m.
 Motion _____ 2nd _____

All in Favor ____/Opposed _____

Motion to close Public Comment at _____ p.m.
 Motion _____ 2nd _____

All in Favor ____/Opposed _____

14. FINANCE AND INSURANCE

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the June 13, 2024 through June 30, 2024 - Bill's List listed below:

Fund 10	\$ 22,709.42
Fund 11	\$ 732,018.21
Fund 12	\$ 206,757.13
Fund 20	\$ 135,350.59
Fund 60	\$ 6,300.00
Fund 61	\$ (60.00)
Fund 95	\$ (346.50)
Grand Total	\$1,102,728.85

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the July 1,2024 through July 10, 2024 - Bill's List listed below:

Fund 10	\$67,780.24
Fund 12	\$ 9,270.75
Fund 20	\$ 3,886.23
Fund 60	\$ 495.00
Grand Total	\$81,432.22

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-3 BE IT RESOLVED, at the recommendation of the 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 **April 2024** pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-4 BE IT RESOLVED, at the recommendation of the 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 **May 2024** pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the May 1, 2024 to May 31, 2024 transfer report (see attached).

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education authorize the School Business Administrator/Board Secretary to pay supplementary bill lists and payroll which shall become due on or before June 30, 2024 including all year-end payables; to proceed with all necessary adjustments and transfers to close the books for the 2023-2024 fiscal year, as well as any and all entries and actions for the opening for the 2024-2025 fiscal year, including but not limited to the issuance and/or cancellation of purchase orders, transfers, compliance with the Public Contracts Law and other such actions as may be required by statute, code and Board Policy; and

BE IT FURTHER RESOLVED, that the Board authorize the SBA/Board Secretary to process and issue the payment of bills and claims between Board meetings during the month of July and August 2024; and

BE IT FURTHER RESOLVED, that all of these actions shall be presented to the Board at its next meeting for final approval.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education authorize the School Business Administrator/Board Secretary to cancel, if any, all outstanding, stale dated checks issued in fiscal year 2023–2024.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Tuition Contract Agreement between the Newton Board of Education and the Montague Board of Education for **Student ID#100378** for the 2024-2025 school year commencing July 8, 2024 until June 30, 2025 with an annual tuition charge of \$31,693.00, ESY tuition of \$3,169.00 and any related services to be billed separately.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Tuition Contract between Lakeland-Andover School and the Montague Board of Education for the following students for the 2024-2025 School Year commencing September 3, 2024:

Student ID#	Tuition Amount
100294	\$61,200.00
100563	\$61,200.00

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Contract for Educational Services between the Sussex County Educational Services Commission and the Montague Township Board of Education for the following students to attend Northern Hills Academy for the 2024-2025 School Year commencing September 5, 2024:

Student ID #	Tuition Amount	Paraprofessional	Add't Therapy	Total
100280	\$55,025.00	\$29,635.00	\$2,160.00	\$86,820.00
13958977	\$55,025.00	\$29,635.00	N/A	\$84,660.00
12753787	\$55,025.00	N/A	N/A	\$55,025.00
100390	\$61,385.00	\$29,635.00	N/A	\$91,020.00
13844119	\$61,385.00	\$29,635.00	\$4,320.00	\$95,340.00
139589900	\$55,025.00	N/A	N/A	\$55,025.00

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the requisition for taxes for the Montague Township School for the 2024-25 school year.

MONTH	PAYMENT AMOUNT
July 2024	\$580,566.34
August 2024	\$580,566.34
September 2024	\$580,566.34
October 2024	\$580,566.34
November 2024	\$580,566.34
December 2024	\$580,566.30
January 2025	\$580,566.17
February 2025	\$580,566.17
March 2025	\$580,566.17
April 2025	\$580,566.17
May 2025	\$580,566.17
June 2025	\$580,566.15

Moved:

Seconded:

Discussion:

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approves the SFA to SFA Vended Meals Contract between Montague Township Board of Education and High Point Regional Board of Education from July 1, 2024 until June 30, 2025 at the cost of \$2.40 for breakfast and \$4.00 for lunch at a total cost of \$230,400. (NJ State Approval ID YDQEOLHI)

Moved:

Seconded:

Discussion:

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-13 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the nutrition program for full price breakfast of \$3.00 and full price lunch of \$4.50 for the 2024-2025 school year.

Moved:

Seconded:

Discussion:

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the annual substitute rates for the 2024-2025 school year:

Nurse \$200 per day
 Teacher \$115 per day
 Custodian \$20.00 per hour
 Security Guard \$25.00 per hour

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Statement of Work for Agreement to Perform Consulting Services between the Montague Township School District and C.M. Learning Group, LLC, at a cost of \$106,400 commencing July 10, 2024 through June 30, 2025. The services provided are for professional development for our teachers and administrators.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Agreement for Consultant Services between the Montague Township School District and Jared Kahmar of Jared Kahmar Consulting and the Mastermind Educator Agency, at a cost of \$75,000 commencing July 10, 2024 through June 30, 2025. The services provided are for professional learning activities for the District Administrative Team and instructional and support staff.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-17 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the H.T. Lyons Work Authorization - Quote # RT-00724 dated July 8, 2024 in the amount of \$5,990.00 for HVAC maintenance.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

F-18 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve Jersey Central Power & Light's Agreement for Installation of Electric Distribution Facilities - Work Request#62577699 dated July 14, 2024 in the amount of \$20,243.57.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

15. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **MELANIE LINDER**, School Psychologist, at Step E/MA+30, pending criminal history and background check and receipt of NJ Certification effective August 28, 2024 through June 30, 2025 .

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **LAURA GLOSS**, Preschool Teacher, at Step F/BA, pending criminal history and background check, effective August 28, 2024 through June 30, 2025 .

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the resignation of **Staff ID#10870718** effective June 17, 2024.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the resignation of **Staff ID#10870673** effective June 30, 2024.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the resignation of **Staff ID#10870664** effective August 5, 2024.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **CLANCEY LANE, teacher** to work five (5) days per diem for the summer of 2024 to be paid according to the negotiated MEA hourly rate.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve movement on the salary guide for the following staff members for the 2024-2025 school year with new salary and step:

Staff Member	Previous Step and Salary	New Step and Salary
Katlyn Vallis	BA/B - \$62,000	BA+15/C - \$65,000
Allizon Worzel	BA/H - \$74,000	BA+15/I - \$77,000

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **JESSICA BLAKE**, to work as a paraprofessional for the 2024 Summer Extended School Year/Learning Acceleration Program commencing June 24, 2024 to July 22, 2024 up to 4 hours a day for 16 days to be paid according to the negotiated MEA hourly rate.

Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the appointment of the following staff members to participate in the School Improvement Panel for the 2024-2025 school year. (The school improvement committee is mandated by the State of New Jersey (N.J.A.C 18A:6-120) and serves to ensure, oversee, and support the implementation of the district's evaluation, professional development, and mentoring policies at the school level.)

- James Andriac, Superintendent
- Jennifer Battika, K-2
- Jessica Coppolino, Middle School/Special Area
- Samantha Frost, Social Worker
- Lorie Jeskey, Middle School/Special Education
- Darah Pinzone, Guidance Counselor
- Brent Runne, Grades 3-4/MEA
- Jennifer Seminerio, Preschool
- Chandler Smith, K-2/Mentoring
- Emily Weiss, Grades 3-4

	Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total	
YES									
NO									
ABSTAIN									
ABSENT									

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve five (5) days per diem during the summer of 2024 for each member listed below as part of the School Improvement Panel (SciP).

- Jennifer Battika, K-2
- Jessica Coppolino, Middle School/Special Area
- Samantha Frost, Social Worker
- Lorie Jeskey, Middle School/Special Education
- Darah Pinzone, Guidance Counselor
- Brent Runne, Grades 3-4/MEA
- Jennifer Seminerio, Preschool
- Chandler Smith, K-2/Mentoring
- Emily Weiss, Grades 3-4

	Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total	
YES									
NO									
ABSTAIN									
ABSENT									

P-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **ALICIA CITRO, VICE PRINCIPAL**, as the 504 Compliance Officer for the Montague Township School District for the period of July 1, 2024 through June 30, 2025.

	Moved:		Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total	
YES									
NO									
ABSTAIN									
ABSENT									

P-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **JAMES ANDRIAC, SUPERINTENDENT**, as the Affirmative Action Officer for the Montague Township School District for the period of July 1, 2024 through June 30, 2025.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **ALICIA CITRO, VICE PRINCIPAL**, as the Anti-Bullying Coordinator for the Montague Township School District for the period of July 1, 2024 through June 30, 2025.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **MICHAEL D'AMORE**, as the School Safety Specialist for the Montague Township School District for the period of July 1, 2024 through June 30, 2025.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **SAMANTHA FROST, Social Worker**, as the Truancy Officer for the Montague Township School District for the period of July 1, 2024 through June 30, 2025.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, recognizes **TROOPER SHAWN COERTS**, as the School Resource Officer for the Montague Township School District for the period of July 1, 2024 through June 30, 2025.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

P-17 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education to extend Staff ID# 10870598's maternity leave from August 28, 2024 with the intent to return on November 25, 2024. This leave is covered under FMLA and NJFLA.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

16. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Board approve the existing job descriptions for the 2024-2025 school year.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

17. 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 ____ Motion ____ 2nd ____ All in Favor/Opposed ____

Motion to close Public Comment at ____ Motion ____ 2nd ____ All in Favor/Opposed ____

18. UNFINISHED BUSINESS

- a. School Board Petition due to County Clerk's Office by July 29, 2024 by 4PM
- b. Register for NJSBA Conference - dates Oct. 21-24, 2024
- c. Board member required training - due December 31, 2024
- d. Superintendent Evaluation

19. NEW BUSINESS

- a. Board/District Goals for 2024-25SY
- b. Strauss Esmay policy updates

20. EXECUTIVE SESSION, IF NECESSARY:

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 ____ Motion ____ 2nd ____ All in Favor/Opposed ____

Motion to close Executive Session at ____ Motion ____ 2nd ____ All in Favor/Opposed ____

Motion to reopen Regular Meeting at ____ Motion ____ 2nd ____ All in Favor/Opposed ____

21. ADJOURNMENT

Motion _____ 2nd _____ All in Favor/Opposed _____ Time of Adjournment: _____

Next board meeting: August 14, 2024 @ 6:30 p.m.