## Montague Township Board of Education Meeting Regular Action Meeting Minutes May 1, 2024

- 1. CALL TO ORDER at 6:30 p.m.
- 2. OATH OF OFFICE Michael Bussow, Board Secretary administered the oath of office to the newly elected Board member, Lisa D'Amore
- 3. Michael Bussow, Board Secretary will read letter from Executive County Superintendent

## 4. ROLL CALL

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

Others Present:	<u>Present</u>	<u>Absent</u>
James Andriac - Acting CSA	X	
Michael Bussow, SBA/BS	X	
Joseph Garcia, Esq.	x Remote	
Dana Berry, Adm. Asst. to Bd Sec.	X	

- 5. FLAG SALUTE FOLLOWED BY A MOMENT OF SILENCE OR PRAYER
- 6. 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.
- 7. 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.
- 8. 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: Michael Zernhelt 2nd: Christopher Bell Voice Vote: All in Favor

Motion to close Executive Session at 7:07 p.m.

Motion: Michael Zernhelt 2nd: Christopher Bell Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:07 p.m.

Motion: Tasha DeGeorge 2nd Michael Zernhelt Voice Vote: All in Favor

- **9. CSA REPORT James Andriac, Acting CSA** NJSLA testing starts Monday, May 6, 2024. Parking lot is coming along which is something that is really needed at the school. Congratulations to the track team for the fantastic job they have been doing. Ms. Campbell stated that we are getting multiple compliments on our accomplishments.
- 10. SBA REPORT Michael Bussow, SBA presented the 2024-25 Budget. Mr. Bussow stated that we lost over \$600,000 but we did get a grant last April in the amount of \$600,000 and that is what carried us this year. When a district asks for a 2% increase they are allowed by the State a calculated figure for increase in healthcare costs. Our cap is \$53,750.00. Mr. Bussow asked that we do ask for that and we have banked CAP by not raising taxes 2%. That money is available to claim for a three year period. There is roughly \$300,000 from the 2021-22 s school year. Mr. Bussow asked that if we take the \$209,150 from that and the \$53,750 would add a total 3% additional tax levy increase for a total of 5% increase of the tax levy this year and not the 2% that is in our budget. This would be needed to secure the parking lot and Pre K construction avoiding any overages but that would also be supporting our base moving forward. We lost \$347,000 from our impact aid and it will not be there next year to get us through the 2026 budget. The impact aid is in our bank account and it is unrestricted. After presentation Board members asked questions and were answered by Mr. Bussow.

## 11. 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 8:20 p.m.

Motion: 8:20 p.m. 2<sup>nd</sup> Christopher Bell Voice Vote: All in Favor

Motion to close Public Comment at 8: 21 p.m.

Motion: Tasha DeGeorge 2<sup>nd</sup> Michael Zernhelt Voice Vote: All in Favor

**12. FINANCE** - Budget as is it at 2% tax levy and needs to be amended to reflect the \$262,900 which is an additional 3% making it a total of 5%

**F-1 BE IT RESOLVED** that the Montague Township Board of Education approve the amended 2024-2025 fiscal year County approved school budget as follows:

EXPENDITURES		REVENUE - GENERAL FUND				
General Current Expense	\$11,073,155.00	Local Tax Levy	\$	6,70	3,89	5.00
		Tuition Reserve	\$			0.00
Special Revenue Fund	<u>\$ 1,395,492.00</u>	Unrestricted Misc. Funds	\$	12	5,000	0.00
		Maintenance Interest	\$		0,500	0.00
Total Expenditures	\$12,468,647.00	Capital Reserve Interest	\$	2	5,000	0.00
		Ex Aid	\$	9	5,886	6.00
		State Aid	\$	2,21	),289	9.00
\$ *6,703,895.00		Federal Impact Aid	\$	16	,599	.00
+ <u>262,900.00</u>		Fund Balance	\$	433	,236	.00
\$12,731,547.00 new to	otal for	Capital Reserve Withdrawal	\$	960	,000	.00
Expenditure & Rever	nue	Impact Aid Reserve Withdrawal	\$	343	,750	.00
		Total General Fund:	<u>\$1</u>	1,07	3,1 <u>55</u>	5.00
		Special Revenue Fund	+	1,395	,492	.00
		Total Revenue	\$1	2,468	3 <u>,647</u>	<u>'.00</u>

**Moved: Michael Zernhelt** Seconded: Jaime Johnson Roll call on to increase the total budget to \$12,731,547.00. Ms. DeGeorge wanted clarification on the \$209,150 that since we didn't use it in 2021 that we

are using it now and Mr. Bussow said yes

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES	х	х	х	х	х	х	х	7
NO								
ABSTAIN								
ABSENT								

## Roll call is to approve the amended budget

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES	х	х	х	х	х	х	х	7
NO								
ABSTAIN								
ABSENT								

Andree Campbell asked for a motion to consolidate F-2 and F-3 Moved: Tasha DeGeorge Seconded: Jaime Johnson

F-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Tuition Contract dated December 4, 2023 between the Montague Board of Education and Lakeland Andover School for Student ID#100563 for the 2023-2024 school year commencing December 7, 2023 (total number billable days will be 117). with a tentative per diem tuition rate of the school year of \$38,025.00.

F-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Joint Transportation Agreement - To and From School, between High Point Regional High School and the Montague Township Board of Education for Student ID#100563 for the 2023-2024 school year commencing January 2, 2024 through June 30, 2024, with a total per diem cost of \$12,075.00.

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES	х	х	х	х	х	х	х	7
NO								
ABSTAIN								
ABSENT								

#### 13. PERSONNEL

Andree Campbell asked for a motion to consolidate P-1 through P-2

Moved: Christopher Bell Seconded: Tasha DeGeorge

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education appoint **PRISCILLA ORTIZ** as the Director of Early Childhood Education, without any increase to salary, for the 2023-2024 school year.

**P-2 BE IT RESOLVED,** at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept the resignation of **Employee #10870665** effective June 30, 2024.

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES	х	х	х	х	х	х	х	7
NO								
ABSTAIN								
ABSENT								

## 14. BUILDINGS AND GROUNDS

**BG-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Montague's Got Talent Club's request for Use of Facilities or Grounds for the following: Gymnasium and bathroom usage for their Talent Show on Tuesday, May 14, 2024 at 6PM.

Moved: Paul Brislin Seconded: Tasha DeGeorge

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES	х	х	х	х	х	х	х	7
NO								
ABSTAIN								
ABSENT								

## 15. ADMINISTRATION

Andree Campbell asked for a motion to consolidate A-1 and A-3

Moved: Christopher Bell Seconded: Jaime Johnson Discussion: Mr. Bell asked what time the graduations are? Mr. Andriac said he will let them know.

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Request to Establish a Special Education Program or Service.

**A-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following dates:

Tuesday, June 11, 2024 for Preschool Graduation (time TBD) Thursday, June 13, 2024 for 8th Grade Graduation (time TBD)

**A-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following field trips:

GRADE	DESTINATION	соѕт
Kindergarten	Sussex County Fairgrounds - Agricultural Learning Center	\$102.00 (transportation provided)
3rd-8th Grade	Skylands Stadium - Education Day	\$484.00 (transportation provided)

Roll Call	Bell	Brislin	Campbell	D'Amore	DeGeorge	Johnson	Zernhelt	Total
YES	х	х	х	х	х	х	х	7
NO								
ABSTAIN								
ABSENT								

## 16. LIAISON REPORTS

- High Point Tasha DeGeorge Nothing to report
- Montague PTA Michael Zernhelt Tricky Tray is June 1.
- Sussex County Charter/Tech School Andree Campbell Nothing to report
- School Board Association Andree Campbell hasn't had the opportunity to attend one yet

## 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 8:34 p.m.

Motion Tasha DeGeorge 2<sup>nd</sup> Christopher Bell Voice Vote: All in Favor

Motion to close Public Comment at 8:34 p.mm.

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

## 18. ADJOURNMENT

Motion Paul Brislin 2nd Christopher Bell Voice Vote: All in Favor

Time of Adjournment: 8:35 p.m.

Next meeting: May 8, 2024 at 6:30 p.m.

Respectfully submitted,

# Dana Berry

**DANA BERRY** 

Administrative Assistant to the Board Secretary