

**Montague Township Board of Education Meeting
Regular Action Meeting Agenda
May 8, 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 - Acting CSA	_____	_____
Michael Bussow SBA/BS	_____	_____
Joseph Garcia, Esq.	_____	_____

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 _____ p.m. Motion _____ 2nd _____ All in Favor/Opposed _____

Motion to close Executive Session at _____ p.m. Motion _____ 2nd _____ All in Favor/Opposed _____

Motion to reopen Regular Meeting at _____ p.m. Motion _____ 2nd _____ All in Favor/Opposed _____

7. **CSA REPORT**

- HIB
- School events
- Security

8. **SBA REPORT**

9. **BOARD PRESIDENT'S REPORT**

10. **CORRESPONDENCE** - Letter from Town Hall regarding gypsy moth spraying

11. APPROVAL OF MINUTES

BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Regular Meeting Minutes and the Executive Minutes of April 10, 2024.

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

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

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

13. FINANCE

F-1 BE IT RESOLVED that the Montague Township Board of Education approve the following modifications to the 2024-2025 fiscal year County approved school budget: Revenues increased due to using a \$53,750 Healthcare Adjustment and \$209,150 Banked Cap from 2021-2022. The total increased revenue is \$262,900. These funds will be allocated to Budget Line 76080. The approved budget remains as follows:

EXPENDITURES		REVENUE - GENERAL FUND	
General Current Expense	\$11,336,055.00	Local Tax Levy	\$ 6,966,795.00
Special Revenue Fund	\$ 1,395,492.00	Tuition Reserve	\$ 0.00
Total Expenditures	\$12,731,547.00	Unrestricted Misc. Funds	\$ 125,000.00
		Maintenance Interest	\$ 10,500.00
		Capital Reserve Interest	\$ 25,000.00
		Ex Aid	\$ 95,886.00
		State Aid	\$ 2,210,289.00
		Federal Impact Aid	\$ 165,599.00
		Fund Balance	\$ 433,236.00
		Capital Reserve Withdrawal	\$ 960,000.00
		Impact Aid Reserve Withdrawal	\$ 343,750.00
		Total General Fund:	\$11,336,055.00
		Special Revenue Fund	+ 1,395,492.00
		Total Revenue	\$12,731,547.00

Moved:	Seconded:			Discussion:				Total
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 Acting Superintendent, that the Montague Township Board of Education approve the Board Secretary’s Report and the Treasurer of the School’s Monies Report for the month of March 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-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent that the Montague Township Board of Education approve the transfers adjustments from March 1, 2024 to March 31, 2024 (see attached).

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 Acting Superintendent, that the Montague Township Board of Education approve the April 11, 2024 through May 8, 2024 - Bill List listed below:

Fund 10	\$ 80,836.50
Fund 11	\$ 987,589.23
Fund 12	\$ 116,170.76
Fund 20	\$ 356,305.22
Fund 60	\$ 17,590.77
Fund 95	\$ 429.00
Grand Total	\$1,558,921.48

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 Acting Superintendent, that the Montague Township Board of Education approve the submission of the Special Education Extraordinary Aid (EXAID) application for fiscal year 2023-2024 and acceptance of the grant award.

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

14. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **CHANDLER SMITH and RACHEL VAN GORDEN**, as softball club advisors with a \$1,000 stipend each per the MEA Agreement for the 2023-24 school year.

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year and that contracts to employ be issued to the listed staff members:

ADMINISTRATIVE & NON-ADMINISTRATIVE STAFF (Individual Contracts)

Priscilla Ortiz, Vice Principal/Director of Early Childhood Education

Mark Romano, Director of Technology/Project Manager

David Miller, Director of School Facilities

Melinda Tanzola, Administrative Assistant to School Business Administrator/Human Resources

Dana Berry, Administrative Assistant to the Board Secretary/Human Resources/NJ Smart & Realtime Student Data Manager

Danielle Conklin, CSA Confidential Secretary/Food Service Coordinator/Public Relations

Lynn Frost, Administrative Assistant

Angel Bellis, Administrative Assistant

Rene Metzgar, Treasurer of School Monies

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

TEACHERS (Collective Agreement) - TENURED

Name & Position

Jennifer Battikha, Elementary School Teacher

Carl Ferriere, Elementary School Teacher with Mathematics Specialization in Grades 5-8

Lorie Jeskey, Elementary School Teacher/Teacher of English/Teacher of the Handicapped

Clancey Lane, Elementary School Teacher Grades K-6/Elementary School with Subject Matter Specialization:World Language/Spanish in Grades 5-8

Melissa Neamand, Teacher of Art/Elementary School Teacher Grades K-6

Brenten Runne, Elementary School Teacher Grades K-6/Reading Specialist

Chandler Smith, Elementary School Teacher Grades K-6/Teacher of Students with Disabilities

Jody Taylor, Teacher of Music

Rachel Van Gorden, Teacher of Agriculture and Biological Science

Debra Vigorito, Elementary School Teacher

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

TEACHERS (Collective Agreement) - NON-TENURED

Name & Position

Alyssa Allen, Teacher of Preschool through Grade 3/Teacher of Students with Disabilities

Bonnie Sue Bastin, Elementary School Teacher Grades K-6/Teacher of Students with Disabilities

Stacey Blasdell, Elementary School Teacher/Teacher of the Handicapped

Ashley Bongiorno, Elementary School Teacher Grades K-6/Teacher of Students with Disabilities

Kelly Boyle, School Counselor

Danielle Christimann, Elementary School Teacher Grades K-8

Jessica Coppolino, School Library Media Specialist/Teacher of English

Samantha Frost, School Social Worker/McKinney-Vento Liaison

Carol Geisel, Teacher of Preschool through Grade 3

Taylor Grant, Elementary School Teacher Grades K-6/Teacher of Students with Disabilities

Kelsey Hashagen, Elementary School Teacher Grades K-6/Teacher of Students with Disabilities

Emily Hoffman, Elementary School Teacher Grades K-6/Elementary School with Subject Matter Specialization: Social Studies in Grades 5-8/Teacher of Students with Disabilities

Molloy Jacobs, Teacher of Health and Physical Education

Sheridan Kapuscinski, Elementary School Teacher Grades K-6/Teacher of Students with Disabilities

Korinn Loriz, Teacher of Preschool through Grade 3/Teacher of Students with Disabilities

Annie Lutz, Maternity Leave Teacher

Kathleen Lynch, School Psychologist

Kerry McCormick, Elementary School Teacher Grades K-6

Elizabeth Palazzo, Elementary School Teacher in Grades K-6/Teacher of Students with Disabilities

Darah Pinzone, School Counselor

Jennifer Seminerio, Preschool Master Teacher/Teacher of Preschool through Grade 3

Devyn Smith, Elementary School Teacher Grades K-6/Teacher of Students with Disabilities

Michael Spina, Elementary School Teacher Grades K-6/Elementary School with Subject Matter Specialization: Language Arts/Literacy Specialization in Grades 5 - 8

Scott Tanner, Teacher of Health and Physical Education

Emily Tattersall, Elementary School Teacher Grades K-6

Katlyn Vallis, Teacher of Preschool through Grade 3

Jennifer Vankirk, LDTC

Emily Weiss, Elementary School Teacher in Grades K-6

Alexandria Zeim, Elementary School Teacher Grades K-6

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

SECURITY & NURSE (Collective Agreement)

Michael D'Amore, Security Guard and School Safety Specialist

Allison Worzel, School Nurse

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

PRESCHOOL PARAPROFESSIONALS (Collective Agreement): PEA Grant

Andrea Conklin

Aileen Donovan

Meghan Putera

Carolina Young

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

NON-PRESCHOOL PARAPROFESSIONALS (Collective Agreement)

Andrea Bailey
 Jessica Blake
 Heather Braunius
 Tracy Edwards
 Kristen Fazzio
 Martha Lucia Salinas (Part-time)
 Kaisha Schenk
 Margaret Szala
 Emma Vankirk
 Jacqueline Zinzi

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

CUSTODIANS (Collective Agreement)

Tabatha Lynn-Hall
 Hao La
 Daniel Dawson
 Jason Saavedra

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

BUS DRIVERS (Collective Agreement)

Lyndsey Brigham
 James Cicalese
 Gary Dennison
 Kathleen Donovan
 Tara Fansler
 Ida Hickey

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointments for the 2024-2025 school year:

BUS AIDES (Collective Agreement)

- Andrea Bailey
- Jessica Blake
- Heather Brauinis (as needed)
- Andrea Conklin (as needed)
- Aileen Donovan
- Kristen Fazzio
- Meghan Putera
- Martha Lucia Salinas (Part-time)
- Margaret Szala (as needed)
- Emma Vankirk
- Jacqueline Zinzi (as needed)

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 Acting Superintendent, that the Montague Township Board of Education approve the following reappointment for the 2024-2025 school year:

CAFETERIA STAFF (Collective Agreement)

- Tracy Greco, Cafeteria Manager
- Kitty Wurst, Lunch Aide (Part-time)

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 Acting Superintendent, that the Montague Township Board of Education approve the following substitutes for the 2024-2025 school year:

- Susan Harris
- Penelope Hewitt
- Ivette Manning
- Heather D'Amore-Maselli
- Sabrina Morgan
- Kevin Waleck (Substitute Custodian @ \$20.00 per hour)
- Yakelin Cirroto (Substitute Custodian @ \$20.00 per hour)
- Lisa Cirello (Substitute Nurse)
- Kimberley Unhoch (Substitute Security Guard @ \$25.00 per hour)

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 Acting Superintendent, that the Montague Township Board of Education approve **SHELLY MARTIN** as a full time flex bus driver (salary Step P), pending background check and review of Driver History Abstract, for the 2024-2025 school year with a start date of August 28, 2024.

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

15. BUILDINGS AND GROUNDS

BG-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education authorize DMR Architects to prepare and submit to the New Jersey Department of Education documentation for the HVAC Upgrades at the Montague Township School.

WHEREAS, this project requires the preparation of schematic drawings, and schematic submission to the State of New Jersey Department of Education for the purpose of review and approval as an "Other Capital Project" which is not seeking state funding. This is a non-educational project that will be funded through ESSR II and/or ESSR III funding sources.

WHEREAS, this project is consistent with the current Long-Range Facilities Plan.

NOW THEREFORE, BE IT RESOLVED, that the Montague Township Board of Education authorizes DMR Architects to prepare and submit the New Jersey Department of Education documentation for the HVAC Upgrades at the Montague Township School.

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

BG-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve DMR Architect’s Proposal for the installation of Rooftop Units on the cafeteria and gymnasium along with a VRF System in the main office dated April 4, 2024 (DMR Proposal #M2024-056) in the amount of \$37,000.00.

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

BG-3 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: Cafeteria usage for their General Membership meeting Monday, May 20, 2024 from 6PM to 8PM.

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 Acting Superintendent, that the Montague Board of Education approve the 3rd Grade Field to Legoland at the cost of \$765.30 plus cost of transportation.

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

17. LIAISON REPORTS

- High Point - Tasha DeGeorge
- Montague PTA -Michael Zernhelt
- Sussex County Charter/Tech School - Andree Campbell
- School Board Association - Andree Campbell

18. 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 _____

19. UNFINISHED BUSINESS

20. NEW BUSINESS

21. 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 _____

22. ADJOURNMENT

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

Next Meeting - Wednesday, June 12, 2024 at 6:30 p.m.