

**Montague Township Board of Education Meeting  
Regular Action Meeting Minutes  
September 27, 2023**

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

**2. ROLL CALL**

	Present	Absent
Barbara Holstein, President	x	
Michael Zernhelt, Vice President		X at roll call but will be at meeting per B. Holstein
Christopher Bell	x	
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. PRESENTATION was given by Jeannette Castro of FileBank, Inc. (Go digital with FileBank’s desktop scanning solution, store and manage digital files). Questions we asked by the Board and answered by Ms. Castro. Ms. Castro will email the Board more information requested.**

**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 7:10 p.m.

Motion Christopher Bell                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

Motion to close Executive Session at 7:47 p.m.

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

Motion to reopen Regular Meeting at 7:47 p.m.

Motion Barbara Holstein                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

**NOTE - MICHAEL ZERNHELT IS NOW IN PERSON AND PRESENT AT THE MEETING**

8. **CSA REPORT - James Andriac, Acting Superintendent** - Please fill out and send back the Free and Reduced Lunch forms. We had our first Pep Rally to honor our 4th through 8th grade students. Our first cross-country meet is tomorrow at Hardyston Middle School at 2:45 p.m. Some of the clubs that are available for the Fall are Girls on the Run, soccer, bell choir, art club, student council, 5th-8th grade advisors, Sunny Seeds and we are going to have archery for 2 sessions, one in December and one in March. He will give more information on winter sports when it gets closer. Ms. Holstein asked Mr. Andriac how the kids like the gym and he said he didn't hear any negative comments. All the kids seem to like it. The bear claw is still coming. Ms. Holstein said good luck to the cross country meet.
9. **SBA REPORT - Michael Bussow, SBA** - Gave an update on the parking lot project. The surveyors have been here and they have had their equipment set up and taken all their data back to finish their plans. We are trying to schedule the company to come and take boring samples. We are looking to do that on October 9, 2023 when students are not here since it makes a lot of noise. Once that is done the engineering reports will be completed and we can keep moving forward.
10. **BOARD PRESIDENT'S REPORT - Barbara Holstein** - Our County School Board meeting is on our Board meeting night on October 11, 2023 so we cannot attend. Ms. Holstein has been talking to a committee member in town and they just redid the ordinance for the Airbnb type stuff that is going on in town and as of right now it is still rumored that the 150 unit hotel is still planned possibly at Shoprite. Ms. Holstein asked Ms. DeGeorge if she heard anything about that? Ms. DeGeorge stated that she hadn't heard anything. Ms. Holstein asked the Board to keep in mind as both residents and looking out for the long term interest for the District, when we have an increase in population in the town and enrollment, it will become problematic because the town and residents do not have the resources to add current costs a couple million dollars to the school to help with the increase enrollment. Asked the community if they hear anything to please reach out to Mr. Andriac or 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 7:59 p.m.

Motion Michael Zernhelt                      2<sup>nd</sup> Andree Campbell                      Voice Vote: All in Favor

Motion to close Public Comment at 8:00 p.m.

Motion Tasha DeGeorge                      2<sup>nd</sup> Paul Brislin                      Voice Vote: All in Favor

## 12. FINANCE

### **MOTION TO DO CONSENT AGENDA FOR ITEMS F-1 THROUGH F-6**

**Moved: Tasha DeGeorge                      Seconded: Paul Brislin**

**F-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the September 14, 2023 through September 27, 2023 - Bill List below:

Fund 10	\$ 10,749.67
Fund 11	\$525,267.53
Fund 12	\$ 6,000.00
Fund 20	\$ 86,654.32
Grand Total	\$628,671.52

**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 September 25, 2023 (see attached).

**F-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accepts the grant award of the School Security Grant #20E00487 in the amount of \$20,000.00.

**F-4 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve and accept McCloskey Mechanical Contractors, Inc., professional mechanical services proposal quote #W09262023-D1 dated September 26, 2023, in the amount of \$176,825.00 to provide HVAC repair/replacement services to be paid from the ESSER II grant funds. (McCloskey Mechanical Contractors are members of the Educational Services Commission of NJ Cooperative Pricing System).

**F-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the allocation of the remaining ESSER II Grant funds be used towards the installation costs of the HVAC VFR System.

**F-6 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the Board Secretary’s Report and Treasurer of the School Monies Report for the month of July 2023.

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
<b>YES</b>	x	x	x	x	x	x	x	7
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**13. PERSONNEL**

**MOTION TO DO CONSENT AGENDA FOR ITEMS P-1 THROUGH P-3**

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

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **TARA FANSLER** as a bus aide (salary Step B) for the 2023-2024 school year, pending background check, if needed.

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **DANIELLE CONKLIN**, as Transportation Advisor with a non-pensionable salary of \$9,000.00 for the 2023-24 school year with an end date of June 30, 2024.

**P-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following stipend positions according to the MEA Agreement for the 2023-24 school year: - *NOTE MADE BY MS. HOLSTEIN FOR CLARIFICATION THE STIPENDS ARE \$1,000 PER THE MEA CONTRACT AND WE ARE LOOKING AT 5TH, 6TH AND 7TH GRADE ADVISORS WHICH WILL BE THE GRADUATING YEARS OF 2027, 2026 AND 2025 FOR THEIR 8TH GRADE PROMOTIONAL CEREMONY.*

5th Grade Advisor - EMILY WEISS

6th Grade Advisors - MELISSA NEAMAND and JENNIFER VANKIRK

7th Grade Advisors - MICHAEL HARRIS and MICHAEL SPINA

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

#### 14. TRANSPORTATION

**T-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the 2023-2024 Joint Transportation Agreement between Kittatinny Regional High School and Montague Board of Education at a cost of \$4,336.60 from September 1, 2023 through June 30, 2024.

Moved: Tasha DeGeorge      Seconded: Andree Campbell      Discussion: Ms. Holstein stated that this is related to our students who are attending Kittatinny through school choice. Mr. Andriac stated yes. Ms. DeGeorge asked if Kittatinny still takes the aide in lieu whatever that amount is? Ms. Holstein said it is probably aide in lieu which is about \$1,025.00 for the school year. Mr. Andriac stated that this is for 3 or 4 students and it is their bus.

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								

**15. CURRICULUM**

**C-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the curriculum for the 2023-24 school year.

**Moved: Tasha DeGeorge      Seconded: Andree Campbell      Discussion: Ms. Holstein said just to state for the record that we are approving the curriculums as they were for the previous school year 2022-23SY and we are readopting the curriculums. Mr. Andriac said yes that is correct.**

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								

**16. ADMINISTRATION**

**MOTION TO DO CONSENT AGENDA FOR ITEMS A-1 THROUGH A-3**

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

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the District goals for the 2023-2024 school year.

**A-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the Interlocal Shared Service Agreement between High Point Regional High School Board of Education and the Montague Board of Education regarding Nurse services dated August 22, 2023.

**A-3 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve **Priscilla Ortiz, Vice Principal, Michael D’Amore, Security Guard, Darah Pinzoe, School Counselor, Kelly Boyle, School Counselor, Kathleen Lynch, School Psychologist and Lorie Jeskey, Teacher**, as the School Threat Assessment Team.

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								

**17. LIAISON REPORTS**

- High Point - Andree Campbell - Nothing to report
- Montague PTA - Mr. Zernhelt stated that this Saturday is the PTA’s car show at Town Hall from 10AM to 3PM. Rain date - Oct. 1. Mum pick up tomorrow and Halloween Dance Oct. 27.
- Sussex County Charter/Tech School - Andree Campbell - Nothing to report
- School Board Association - Barbara Holstein - Mentioned school Board above

**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.

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Motion to open Public Comment at 8:08 p.m.  
 Motion Tasha DeGeorge                      2<sup>nd</sup> Andree Campbell                      Voice Vote: All in Favor

Motion to close Public Comment at 8:09 p.m.  
 Motion Christopher Bell                      2<sup>nd</sup> Andree Campbell                      Voice Vote: All in Favor

**19. NEW BUSINESS**

**BE IT RESOLVED**, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve and accept Generations Brands Proposal Quote #53472 dated January 6, 2023 in the amount of \$96,160.00 to furnish and install new interior and exterior LED lighting in the school.

**Moved: Barbara Holstein                      Seconded: Christopher Bell                      Discussion: Ms. Holstein thanked Mr. Bussow for pulling something together for utilizing a quote that is almost ready to expire and it will save the district a lot of money. She would like the public to know that even though the quote is for \$96,160 the actual cost to the district is in the ballpark of just over \$6,000 given the certain grants that are available. Mr. Bussow stated that we have over \$68,000 in grants that we are applying to this and it is saving us over \$14,000 in electricity per year. Ms. Holstein thanked him for rolling up his sleeves and finding this. It includes the gym and cafeteria as well.**

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	Zernhelt	Total
YES	x	x	x	x	x	x	x	7
NO								
ABSTAIN								
ABSENT								

**20. ADJOURNMENT**

Motion Tasha DeGeorge                      2<sup>nd</sup> Michael Zernhelt                      Voice Vote: 6-Yes/1-Opposed  
 Time of Adjournment: 8:12 p.m.

Respectfully submitted,

*Dana Berry*

DANA BERRY,  
 Administrative Assistant to the Board Secretary