

**Montague Township Board of Education Meeting  
Workshop Action Meeting Agenda  
April 5, 2023 - 7:30 p.m.**

1. **CALL TO ORDER** at \_\_\_\_\_

2. **ROLL CALL**

	Present	Absent
Barbara Holstein, President		
Paul Brislin, Vice President		
Christopher Bell		
Andree Campbell		
Danielle Christmann		
Tasha DeGeorge		
Michael Zernhelt		

Others Present:	<u>Present</u>	<u>Absent</u>
James Andriac - Acting CSA	_____	_____
Carl Morelli, 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, if any**

**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 March 8, 2023.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

**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 March 22, 2023.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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 \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

Motion to close Public Comment at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

**13. FINANCE**

**F-1 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 February 2023. They are both in agreement.

**Moved:**

**Seconded:**

**Discussion:**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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 March 23, 2023 through April 5, 2023 - Bill List listed below:

Fund 10	\$ 11,219.80
Fund 11	\$361,965.79
Fund 20	\$ 33,016.89
Fund 60	\$ 13,367.59
Fund 61	\$ 1,080.25
Grand Total	\$420,650.32

**Moved:**

**Seconded:**

**Discussion:**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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 accept the award of the School Climate Awareness Education Grant #23E00121 in the amount of \$6,600.00.

**Moved:**

**Seconded:**

**Discussion:**

Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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 scholarship for the following amount. The Dureler fund will be unitized to pay scholarships.

\$50 - The Durler Math Award  
 \$50 - The Durler Science Award

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

<b>Moved:</b>	<b>Seconded:</b>			<b>Discussion:</b>				
<b>Roll Call</b>	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**F-5 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Montague Township Board of Education to participate in the NJSBA Cooperative Pricing Agreement (NJSBA ACES CPS #E8801).

<b>Moved:</b>	<b>Seconded:</b>			<b>Discussion:</b>				
<b>Roll Call</b>	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**14. PERSONNEL**

**P-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **MARIE JOHNSON**, as full time bus driver, Step J, pending background check, for the 2022-2023 school year, with a start date of on or about April 17, 2023.

<b>Moved:</b>	<b>Seconded:</b>			<b>Discussion:</b>				
<b>Roll Call</b>	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
<b>YES</b>								
<b>NO</b>								
<b>ABSTAIN</b>								
<b>ABSENT</b>								

**P-2 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve **ANTONIO RAZZANO**, as 12 month full time custodian, Step G, pending background check, for the 2022-2023 school year, with a start date of on or about April 17, 2023.

Moved:	Seconded:				Discussion:			
Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

**15. BUILDING & GROUNDS**

**BG-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the approve PTA's request for Use of Facilities for the following: Saturday, June 10, 2023 - 11:00 a.m. to 6:00 p.m. - Soccer field and bathroom usage for their End of the Year event (hours include setup and clean up).

Moved:	Seconded:				Discussion:			
Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	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 Electrical Upgrades dated March 27, 2023 (DMR Proposal #M2023-024) to provide Architectural and Electrical Engineering Services for this project in the amount of \$56,500.00

Moved:	Seconded:				Discussion:			
Roll Call	Bell	Brislin	Campbell	Christmann	DeGeorge	Holstein	Zernhelt	Total
YES								
NO								
ABSTAIN								
ABSENT								

**16. TRANSPORTATION**

**T-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept the Montague Township School - School Bus Emergency Evacuation Drill Report for dated April 4, 2023 Route #s: M1, M2, M3, M4 & M5 documenting the following information:

Time of Drill	Location	People Overseeing Drill	Other Info
9:00 a.m.	Front of building along sidewalk	James Andriac, Danielle Conklin, Michael D'Amore, Security	Sussex County Sheriff Dept. also present at the time of the drill.

**Moved:**

**Seconded:**

**Discussion:**

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

**17. ADMINISTRATION**

**A-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the PreK field trip to Light Up the Spectrum - Inclusion Center, Milford, PA, on Friday, May 26, 2023 from 9AM to 3PM at a cost of \$1,325.00. (Parents will transport students).

**Moved:**

**Seconded:**

**Discussion:**

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

**18. POLICY**

**PL-1 BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the first reading of Policy #5512 - Harassment, Intimidation or Bullying.

**Moved:**

**Seconded:**

**Discussion:**

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

**19. LIAISON REPORTS**

- High Point - Andree Campbell
- Montague PTA - Danielle Christmann
- Sussex County Charter/Tech School - Andree Campbell
- School Board Association

**20. PUBLIC SESSION**

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Motion to close Public Comment at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

**21. UNFINISHED BUSINESS**

**BE IT RESOLVED**, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the agreement between Montague Township School District and Mastermind Educator Agency for professional development to provide administrators with professional development opportunities to further develop their leadership skills and to provide leadership training and professional learning opportunities for key staff for an amount not to exceed \$10,000.00.

**Moved:**

**Seconded:**

**Discussion:**

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

**22. NEW BUSINESS**

**23. 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 \_\_\_\_ 2 \_\_\_\_ All in Favor/Opposed \_\_\_\_

Motion to close Executive Session at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

Motion to reopen Regular Meeting at \_\_\_\_ Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_

**24. ADJOURNMENT**

Motion \_\_\_\_ 2<sup>nd</sup> \_\_\_\_ All in Favor/Opposed \_\_\_\_ Time of Adjournment: \_\_\_\_