

**Montague Township Board of Education Meeting
Regular Action Meeting Agenda
November 29, 2023
6:30 p.m.**

1. **CALL TO ORDER** at _____

2. **ROLL CALL**

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

Others Present:

	<u>Present</u>	<u>Absent</u>
James Andriac - Acting Superintendent	_____	_____
Michael Bussow, SBA/BS	_____	_____
Joseph Garcia, Esq. – Board Atty.	_____	_____

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 ____ 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 ____

7. **CSA REPORT**

- HIB
- School events

8. SBA REPORT

9. BOARD PRESIDENT’S REPORT

10. CORRESPONDENCE, if any

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

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

12. FINANCE

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the November 9, 2023 through November 29, 2023 - Bill List below:

Fund 10	\$ 11,618.67
Fund 11	\$460,528.88
Fund 12	\$ 27,500.00
Fund 20	\$ 78,522.72
Fund 60	\$ 16,549.66
Grand Total	\$594,719.93

	Moved:			Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 School Monies Report for the Month of September 2023 pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

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

13. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education accept, with regret, the resignation of **Employee ID #10870641** effective January 12, 2024.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 accept, with regret, the resignation of **Employee ID #10870578** effective January 22, 2024.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 **LISA ANNE HOEHN** as a Long Term Substitute Teacher for Maternity Leave effective December 1, 2023 for the 2023-2024 school year.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 **CAROLINA YOUNG** as full time Paraprofessional, Step A (prorated), pending background check, for the 2023-2024 school year with a start date of on or about December 18, 2023.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 **YAKELIN CIRRITO** as a substitute custodian, pending background check, at the rate of \$20.00 per hour for the 2023-2024 school year.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 **KIMBERLEY UNHOCH** as a substitute security officer, pending background check, at the rate of \$25.00 per hour for the 2023-2024 school year.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 **MELISSA NEAMAND and KORINN LORIZ** as Co-Yearbook Advisors, for the 2023-2024 school year with a stipend of \$1,000 each per the MEA Agreement.

Moved:

Seconded:

Discussion:

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

14. BUILDING AND GROUNDS

BG-1 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:

USE/PURPOSE	ROOMS	DATE	TIME
General Meeting	Cafeteria	Thursday, Nov. 30, 2023	7PM to 8:30PM
Book Fair	Gymnasium	Wednesday, Dec. 6 , 2023 Thursday, Dec. 7, 2023 Friday, Dec. 8, 2023	3:30 p.m. to 5:00 p.m. (set up) School hours plus 6PM to 8PM School hours
Make It & Take It	Gym, Classrooms & Bathroom	Friday, Dec. 15, 2023	4PM to 9:30PM (includes set up & clean up)

Moved:

Seconded:

Discussion:

Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 the following Request for Use of Facilities or Grounds for the following:

NAME	USE/PURPOSE	ROOMS	DATE	TIME
TREP\$	TREP\$ Marketplace	Gymnasium	Thursday, Dec. 7, 2023	6PM to 8PM
Dana Berry & Melinda Tanzola	Share the Warmth - Family Fun Night	Cafeteria & Bathroom	Friday, Dec. 15, 2023	6PM to 8PM

Moved:

Seconded:

Discussion:

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

15. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Health and Safety Evaluation of School Buildings Checklist - Statement of Assurance for the 2023-24 school year.

Moved:

Seconded:

Discussion:

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

A-2 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Mobile Ed Productions - Planetarium Assembly being paid for and provided by the Montague PTA to the students during the school day on Thursday, January 4, 2024.

Moved:

Seconded:

Discussion:

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

A-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following January 2024 to December 2024 Board of Education hybrid meeting schedule:

WORKSHOP ACTION MEETINGS	REGULAR BOE MEETINGS
January 10, 2024	January 24, 2024
February 7, 2024	February 21, 2024
March 13, 2024 (Approval of Tentative Budget) (Tentative)	March 27, 2024 (Public Budget Hearing) (Tentative)
April 10, 2024	April 24, 2024
May 1, 2024 Reorganization Meeting (Tentative)	
May 8, 2024	May 22, 2024
June 12, 2024	June 26, 2024
July 10, 2024	July 24, 2024
August 14, 2024	August 28, 2024
September 11, 2024	September 25, 2024
October 9, 2024	October 23, 2024
November 13, 2024	
December 11, 2024	

Moved:

Seconded:

Discussion:

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

16. LIAISON REPORTS

- High Point - Tasha DeGeorge
- Montague PTA - Mr. Andriac
- Sussex County Charter/Tech School - Andree Campbell
- School Board Association - Barbara Holstein

17. PUBLIC SESSION

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

18. UNFINISHED BUSINESS

19. NEW BUSINESS

20. EXECUTIVE SESSION, IF NECESSARY:

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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: ____