

**Montague Township Board of Education Meeting
Workshop Action Meeting Agenda
September 13, 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
- Security

8. SCHOOL BUSINESS ADMINISTRATOR 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 August 9, 2023.

Moved:	Seconded:			Discussion:				Total
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	Johnson	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 August 23, 2023.

Moved:	Seconded:			Discussion:				Total
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 _____ p.m.
 Motion _____ 2nd _____

All in Favor ____/Opposed _____

Motion to close Public Comment at _____ p.m.
 Motion _____ 2nd _____

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 August 10, 2023 through September 13, 2023 - Bill List below:

Fund 10	\$106,768.35
Fund 11	\$431,823.03
Fund 12	\$ 6,104.64
Fund 20	\$ 14,807.30
Fund 61	\$ 1,398.00
Grand Total	\$560,901.32

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 Treasurer of the School's Monies Report for the month of June 2023.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 revised Board Secretary's Reports and Treasurer of the School's Monies Reports for the following months:

July 2022	October 2022	January 2023	April 2023
August 2022	November 2022	February 2023	May 2023
September 2022	December 2022	March 2023	

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Holstein	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 authorize the submission of the ESEA application for fiscal year 2024 and accepts the grant award of these funds upon the subsequent approval for the fiscal year 2024 ESEA application as listed:

TITLE I - \$127,861.00
 TITLE II - \$ 16,842.00
 TITLE IV - \$ 10,000.00

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

F-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve and accept the proposal provided by Ardito & Company, LLC dated August 25, 2023 to provide auditing services for the Fiscal Year ending June 30, 2023. The Annual Audit fee to include the preparation of the CAFR and supplemental support documents shall be \$29,750.00.

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

F-6 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the SFA to SFA Vended Meals Contract with the High Point Regional High School BOE for the 2023-24 school year with a total annual estimated cost of \$317,520.00.

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

14. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the Standard Residency Agreement (New Jersey Association of School Business Officials - NJASBO) appointing **THERESA LINSKEY**, the Mentor to **MICHAEL BUSSOW**, **School Business Administrator** and pay the associated mentoring fee of \$2,000.00.

Moved:	Seconded:			Discussion:				Total
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 approve **HEATHER BRAUNIUS** from part-time paraprofessional to full-time paraprofessional Step C (prorated) for the 2023-2024 school year commencing September 14, 2023.

Moved:	Seconded:			Discussion:				Total
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 **STACEY BLASDELL** as full time Interventionist, Step O/MA (prorated), pending background check, for the 2023-2024 school year with a start date of on or about November 2, 2023.

Moved:	Seconded:			Discussion:				Total
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 **TARA FANSLER** as a full time bus driver (salary Step P) and/or custodian (salary Step H), pending background check and review of Driver History Abstract, for the 2023-2024 school year with a start date of September 14, 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 **SUSAN HARRIS** as a substitute teacher, pending background check, 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 **KEVIN WALECK** 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-7 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve tuition reimbursement to Employee #10870670 in the amount of \$2,466.45.

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

15. BUILDING AND GROUNDS

BG-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve DMR Architect’s Proposal for Additional Site and Bus Parking at the Montague Township School dated September 5, 2023 (DMR Proposal #M2023-133) - **Option #2** with a fee of \$91,500.00 for this project with additional optional services as stated in the agreement.

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 Montague PTA’s Request for Use of Facilities or Grounds for the following: Cafeteria usage for PTA meeting on Tuesday, September 19, 2023 at 7PM.

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

16. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the cost of providing home instruction for Student ID 100462 in accord with Policy No. 6173.

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 1st Grade Field Trip to Space Farms Zoo and Museum on October 11, 2023 (rain date, October 13, 2023) at a cost of \$730.00 (transportation provided).

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 Preschool Field Trip to Ideal Garden and Farms on October 13, 2023 at a cost of \$1,200.00 (this will be paid through the Preschool grant).

Moved:

Seconded:

Discussion:

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

A-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education, approve the Montague Township School District - Annual Nursing Services Plan 2023-2024 (N.J.S.A. 6A:16-2.1 through 2.5).

Moved:

Seconded:

Discussion:

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

17. LIAISON REPORTS

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

18. PUBLIC SESSION

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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: ____