

Montague Township Board of Education Meeting
Regular Action Meeting Agenda
April 10, 2024
6:30 p.m.

1. **CALL TO ORDER** at _____

2. **ROLL CALL**

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

Others Present: Present Absent

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. **NOMINATIONS and ELECTION OF THE PRESIDENT BY BOARD SECRETARY**

The President shall be elected by a roll call vote of a majority of Board members in attendance

- a. The Board Secretary opens the floor for nominations for President:
 - (1). _____ nominates _____
 - (2). _____ nominates _____ (if necessary)
- b. The Board Secretary closes the floor for nominations and presents the vote for the office of the President of the Board.
- c. Board members verbally cast their vote.
- d. _____ is elected Board President.

THE MEETING IS TURNED OVER TO THE BOARD PRESIDENT

7. **NOMINATIONS and ELECTION OF THE VICE PRESIDENT BY BOARD PRESIDENT**

The Vice President shall be elected by a roll call vote of a majority of Board members in attendance

- a. The Board President opens the floor for nominations for Vice President:
 - (1). _____ nominates _____
 - (2). _____ nominates _____ (if necessary)

- b. The Board President closes the floor for nominations and presents the vote for the office of the Vice President of the Board.
- c. Board members verbally cast their vote.
- d. _____ is elected Vice President.

8. INTERVIEWS - Montague Board of Education’s interviews of prospective candidate(s) for the vacant Board of Education seat.

9. 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 ____

10. CSA REPORT -

- School event
- Security
- HIB, if any

11. SBA REPORT

12. CORRESPONDENCE, if any

13. 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 13, 2024.

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

14. 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 ____

15. FINANCE

F-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the March 14, 2024 through April 10, 2024 - Bill List below:

Fund 10	\$ 49,306.18
Fund 11	\$654,782.09
Fund 12	\$ 3,664.00
Fund 20	\$159,069.12
Fund 60	\$ 6,326.00
Grand Total	\$873,147.39

Moved:		Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	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 transfers adjustments as of February 29, 2024. (see attached).

Moved:		Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	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 Board Secretary's Report and the Treasurer of School Monies Report for the Month of February 2024 pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

Moved:		Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	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 scholarship for the following amount. The Dureler fund will be unitized to pay scholarships.

- \$50 - The Dureler Math Award
- \$50 - The Dureler Science Award
- \$50 - The Merusi-Youngman Award for Physical Education

Moved:	Seconded:			Discussion:			
Roll Call	Bell	Brislin	Campbell	DeGeorge	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 the completion of an application and receipt of a Safety Grant Award:

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, *et seq.* to provide insurance coverage and risk management services for its members;

WHEREAS, the Montague Township School District, hereinafter referred to as the “Educational Institution,” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED that: 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2024 fiscal year in the amount of \$2,000.00 for the purposes set forth in their safety grant application; and, 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

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

16. PERSONNEL

P-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve tuition reimbursement to Employee #10870698 in the amount of \$2,155.40.

Moved:		Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	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 accept the retirement of Employee #10870703 effective July 1, 2024.

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

P-3 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve **HEATHER D'AMORE MASELLI**, as a substitute teacher, pending background check, if needed, for the 2023-2024 school year.

Moved:		Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	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 LEAD Teacher job description.

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

17. TRANSPORTATION

T-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Board of Education approve the Resolution to participate in the Joint Transportation Agreement for the 2024-2025 school year with the Sussex County Regional Cooperative:

- A. Field TripS/Athletic Trips (4% administrative fee)
- B. Public Routes (2% administrative fee)
- C. Non-Public Routes (2% administrative fee)
- D. Special Education Routes (4% administration fee)

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

18. ADMINISTRATION

A-1 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the QSAC District Improvement Plan (DIP) for the Instruction and Program Section and Fiscal Management Section of the Quality Single Accountability Continuum.

Moved:		Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	DeGeorge	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 2024-2025 revised school calendar.

Moved:		Seconded:			Discussion:		
Roll Call	Bell	Brislin	Campbell	DeGeorge	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 that the District be closed on Friday, May 24, 2024 and Tuesday, May 28, 2024 for the two (2) unused emergency closing days. *(However, please be advised that should the need to use our emergency closing days prior to May 24, 2024 due to an anticipated storm or other unforeseen circumstance arise, the Board may take back the emergency closing day(s) and hold school on these days.)*

Moved:

Seconded:

Discussion:

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

A-4 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve Thursday, June 13, 2024 and Friday, June 14, 2024 as early dismissals.

Moved:

Seconded:

Discussion:

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

A-5 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the following field trips:

GRADE	DESTINATION	COST
5th Grade - Bongiorno/Zeim	Tamerlaine Sanctuary & Preserve	\$45.00 (transportation provided)
5th Grade - Bongiorno/Zeim	Liberty Science Center	\$611.00 plus cost of transportation
2nd Grade - Battikha/Grant	Claws 'N' Paws	\$500.00 (transportation provided)
7th Grade - Hoffman	Fort Delaware Museum of Colonial History	\$111.00 plus cost of transportation
8th Grade - Van Gorden	Dorney Park	\$882.17 plus cost of transportation

Moved:

Seconded:

Discussion:

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

A-6 BE IT RESOLVED, at the recommendation of the Acting Superintendent, that the Montague Township Board of Education approve the Montague's Got Talent Club with Aileen Donovan, Kristen Fazio, Korinn Loriz, Andrea Conklin and Katlyn Vallis, as Club Advisors with a stipend of \$250.00 each.

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

A-7 BE IT RESOLVED, at the recommendation of the Acting Superintendent, the Montague Township Board of Education approve the request of Instructor Rachel Van Gorden and two (2) middle school students to attend the National FFA Agriscience Fair Competition at Rutgers University on Wednesday, April 24, 2024. (The cost is \$33.00 plus cost of transportation).

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

19. LIAISON REPORTS

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

20. 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 ____

21. UNFINISHED BUSINESS

22. NEW BUSINESS - Vote to appoint candidate to the vacant position

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

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 ____ 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 ____

24. ADJOURNMENT

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

Next Meeting - May 1, 2024 at 6:30 p.m. - Public Budget Hearing