

**Montague Township Board of Education Meeting
Regular Action Meeting Agenda
April 9, 2025
6:30 p.m.**

1. CALL TO ORDER at _____

2. ROLL CALL

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

Others Present:

James Andriac, Superintendent
Michael Bussow, SBA/BS
Joseph Garcia, Esq., Board Atty.
Dana Berry, Asst. to Bd. Sec.

Present

Absent

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

8. SBA REPORT

9. PRESIDENT'S REPORT

10. CORRESPONDENCE, if any

11. APPROVAL OF MINUTES

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Regular Meeting Minutes and the Executive Minutes of March 12, 2025 and the minutes of the April 18, 2025 Preliminary Budget Special Meeting.

Moved:	Seconded:			Discussion:				
Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Statkus	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 ____ 2nd ____ All in Favor/Opposed ____

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

13. FINANCE and BUDGET

Motion to approve Resolutions F-1 through F-7 listed below:

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

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the March 13, 2025 through April 9, 2025 - Bill List below:

Fund 10	\$ 33,028.15
Fund 11	\$646,147.16
Fund 20	\$249,116.43
Fund 60	\$ 7,400.00
Fund 95	\$ 475.00
Grand Total	\$936,116.74

F-2 BE IT RESOLVED, at the recommendation of the 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 2025** pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

F-3 BE IT RESOLVED, at the recommendation of the Superintendent that the Montague Township Board of Education approve the transfer adjustments from February 1, 2025 to February 28, 2025.

F-4 BE IT RESOLVED, at the recommendation of the 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

F-5 BE IT RESOLVED, as per *N.J.A.C. 6A:23-14.2(d)*, the general fund appropriations include a \$10,000.00 withdrawal from the Maintenance Reserve Account for use on the required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to *N.J.A.C. 6A:26-20.5*. This will be included in the 2025-2026 budget.

F-6 BE IT RESOLVED, at the recommendation of the Superintendent that the Montague Township Board of Education approve the total transfer of \$7,000.00 from the maintenance reserve account to the maintenance appropriations to fund the costs of facility maintenance and a reserve account balance within the amount specified by *N.J.A.C. 6A:23A-14.2*.

F-7 BE IT RESOLVED, at the recommendation of the 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 2025-2026 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.

14. PERSONNEL

Motion to approve Resolutions P-1 through P-4 listed below:

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

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the retirement of **Employee #10870631** effective June 30, 2025.

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the maternity leave extension of **Employee #10870602** until June 30, 2025.

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the resignation of **Employee #10870704** effective March 21, 2025.

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **MARIA COSTA**, as a part-time administrative secretary at \$22.50 per hour, pending criminal history and background check, for the 2025-26SY effective on or about August 26, 2025 through June 30, 2026.

15. POLICIES

PL-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the second and final reading of Strauss Esmay Policy #0152 - Board Officers.

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

16. TRANSPORTATION

T-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the Resolution to participate in the Joint Transportation Agreement for the 2025-2026 school year with the Sussex County Regional Cooperative:

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

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

17. BUILDINGS AND GROUND

BG-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following Request for Use of Facilities or Grounds:

Requested By	Event	Rooms	Date & Time
Jessica Coppelino, Teacher/Advisor	National Junior Honor Society Induction Ceremony	Cafeteria, Gym & Bathrooms	Thurs., May 15, 2025 6PM to 7:30PM

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

18. ADMINISTRATION

Motion to approve Resolutions A-1 through A-8 listed below:

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

A-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Settlement and Unconditional Release regarding Docket No.: SSX-L-368-22, and authorize the Board President to sign the settlement.

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Request to Establish a Special Education Program or Service -Grade Level: Preschool Elementary - Preschool Disabilities.

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Request to Establish a Special Education Program or Service - Grade Level: Secondary - Multiple Disabilities.

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Sussex County Educational Services Commission Agreement for Ancillary Educational Services and rate sheet for the 2025-2026 school year.

A-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the 2025-2026 School Calendar.

A-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve that the District be closed on Friday, May 23, 2025 and Tuesday, May 27, 2025 for the two (2) unused emergency closing days. *(However, should the need to use our emergency closing days prior to May 23, 2025 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.)*

A-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following dates:

**Friday, June 13, 2025 for Preschool Graduation (time TBD); and
Wednesday, June 17, 2025 for 8th Grade Graduation (time TBD).**

A-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following field trips:

Grade	Destination	Cost
Kindergarten - Lutz & Smith	Sussex County Fairgrounds	\$124.00
3rd - Tattersall & Weiss	Legoland	\$868.00 + cost of transportation
2nd - Battikha/Shade	Claws N Paws	\$444.00 + cost of transportation
FFA - Sikora 3 Teams	Rutgers EcoComplex - Agriscience Fair Competition	\$33.00 + cost of transportation
3rd-8th Grade	Skylands Stadium - Education Day	\$550.00

19. 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 ____

20. UNFINISHED BUSINESS

21. NEW BUSINESS

22. 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 ____

23. ADJOURNMENT

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

Next Meeting - April 30, 2025 at 6:30 p.m. - Annual Budget Hearing