

**Montague Township Board of Education Meeting
Regular Action Meeting Agenda
October 8, 2025**

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:

	<u>Present</u>	<u>Absent</u>
James Andriac - CSA	_____	_____
Michael Bussow, SBA/BS	_____	_____
Joseph Garcia, Esq. – Board Atty.	_____	_____
Dana Berry, Adm. Asst. to Bd. Sec.	_____	_____

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. **PRESENTATIONS:**

- Spooky Writing presentation by 3rd Grade
- Henry Ossi, CPE, of DMR Architects to present Gym Additions & Renovations

7. **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 ____

8. **CSA REPORT - Report of Spring 2025 NJSLA assessment results**

9. **SBA REPORT**

10. **BOARD PRESIDENT'S REPORT**

11. CORRESPONDENCE, if any

12. 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 September 10, 2025.

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

13. 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 _____

14. FINANCE AND INSURANCE

Motion to approve Resolutions F-1 through F-10 as listed below:

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

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the September 11, 2025 through October 8, 2025 - Bill's List listed below:

Fund 10	\$ 24,574.99
Fund 11	\$ 721,885.30
Fund 12	\$ 17,097.50
Fund 20	\$ 233,617.07
Fund 30	\$ 41,253.75
Fund 60	\$ 8,004.50
Grand Total	\$1,046,433.11

F-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the **revised** Board Secretary's Report and the Treasurer of School Monies Report for the Month of **June 2025** pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4. These were revised after the audit for fiscal year ending 2025.

F-3 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 **July 2025** pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

F-4 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 **August 2025** pursuant to N.J.A.C. 6A:23A-16.10(C)3 and 4.

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the transfer report of August 31, 2025.

F-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education authorize the submission of the Phone-Free Schools Grant and accept the allocated grant funds upon subsequent approval.

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve to authorize the Business Administrator to make regular payments of such standard bills as Health and Dental Benefits, Utilities, Board's Share of Social Security, Pensions, Unemployment Tax, Salaries, Tuition, Transportation and Cafeteria expense bills for the 2025-2026 school year.

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Agreement dated September 30, 2025 between the Stepping Stones Group, LLC and the Montague Township School District for the 2025-26SY. (This company provides the transportation/classroom aid for ODD Student 100516).

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve Jessica Pierce, Preschool Instructional Coach, to attend the Preschool Instructional Coach Seminar at Rowan University at the cost of \$1,750.00.

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the funds of \$1,249.00 from the Funding for Optimal Comprehensive Universal Screeners (FOCUS) grant.

15. PERSONNEL

Motion to approve Resolutions P-1 through P-10 as listed below:

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

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the resignation of **Employee ID#10870767** effective October 3, 2025.

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the resignation of **Employee ID#10870709** effective October 31, 2025.

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Leave of Absence Request (maternity leave) for Employee #10870536 utilizing sick, personal days and family illness days & FMLA beginning January 5, 2026 until June 30, 2026. Said employee will be responsible to pay for health insurance benefits for any unpaid time utilized.

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **KRISTIN BELL** as a substitute teacher, at the sub rate of \$115.00/day, pending receipt of proper employment paperwork, for the 2025-26 school year.

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **JENNIFER MELI** as a substitute teacher, at the sub rate of \$115.00/day, pending receipt of her substitute certificate from the NJDOE, criminal history and background check and proper employment paperwork, for the 2025-26 school year.

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **ANTONIO MASSELLI** as a substitute nurse, at the sub rate of \$230.00/day, for the 2025-26 school year.

P-7 - Resolution to Adopt the Superintendent's Merit Goals for 2025-2026

BE IT RESOLVED, that the Montague Township Board of Education adopt the three (3) quantitative and two (2) qualitative goals of James Andriac, Superintendent for the 2025-2026 school year as approved by the County Executive Superintendent.

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **KRISTEN FAZZIO and KATLYN VALLIS** as the Art Club Advisors with a \$1,000 stipend each (2 sessions) per the MEA Contract for the 2025-26 school year.

P-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the creation of the Volleyball Club with Molloy Jacobs and Kayte Snyder the Club Advisors for the 2025-2026 school year.

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **PAMELA JOHNSON**, as a substitute bus driver at the rate of \$32/hour, pending background check, review of Driver History Abstract and receipt of proper employment paperwork , for the 2025-26SY.

16. BUILDING AND GROUNDS

Motion to approve Resolutions BG-1 and BG-2 as listed below:

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

BG-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the submission of the Health and Safety Evaluation of School Buildings Checklist for the 2025-26SY to the New Jersey Department of Education (NJDOE).

BG-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the approve the following Request for Use of Facilities or Grounds

REQUESTED BY	DATE/TIME	LOCATION & TIME	EVENT
PTA	Oct. 24, 2025 - 4PM to 10PM	Gym, Cafeteria & Bathrooms	Halloween Dance
Dana Berry & Melinda Tanzola	Nov. 9, 2025 - 9AM to 4PM	Gym	DIY Photo Shoot Fundraiser
Student Council	Fri., Jan. 23, 2026 (Snow Date 01/30/26) 4PM to 10PM (Includes set up and clean up)	Cafeteria, Gym & Bathrooms	Winter Dance
Student Council	Fri., March 20, 2026 (Snow Date 3/27/26) 4PM. to 10PM (Includes set up and clean up)	Cafeteria, Gym & Bathrooms	Spring Glow Dance

17. POLICIES

PL-1 BE IT RESOLVED, at the recommendation of the Superintendent,that the Montague Township Board of Education approve the first reading of the following policies:

- **Policy #5512** - Harassment, Intimidation or Bullying.
- **Policy #5339.01** - Student Sun Protection

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-5 as 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, the Montague Township Board of Education approve the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act: School Year July 1, 2024 - June 30 2025.

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education designate **MICHAEL BUSSOW**, School Business Administrator/Board Secretary as the Public Agency Compliance Officer (P.A.C.O) in accordance with N.J.A.C. 17:27-3.2 for the 2025-2026 school year.

The Public Agency Compliance Officer is the liaison between the Montague Township Board of Education and the State of New Jersey Department of the Treasury, Division of Purchase and Property, Contract Compliance and Audit Unit, EEO Monitoring Program.

The Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity regarding the Montague Township Board of Education and the appropriate contracted vendors.

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **MICHAEL BUSSOW**, School Business Administrator to advertise for bids, when legally necessary, for supplies, equipment, and/or services for the 2025/2026 school year, and to authorize entering into agreements through the New Jersey Cooperative Purchasing Program, Morris County Educational Services, Sussex County Educational Services Commission and Hunterdon County Educational Services Commission when in the best interest of the Montague Township School District.

A-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the cost of providing home instruction to the following students in accord with Policy No. 2481: **Student ID 100296** and **Student ID 100635**.

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

GRADE/CLASS	TEACHER	DESTINATION	COST
Preschool	Seminerio	Ideal Farms	\$656.00
Middle School	Sikora	Camp Mason	\$4,524
FFA Students	Sikora	FFA Fall CDE's	\$88 + cost of transportation
Bell Choir	Taylor	WSUS Radio Station	No Cost
1st Grade	Lutz/Christmann	Space Farms	\$556 + cost of transportation
Middle School	Pinzone/Stewart	Sussex Tech Youth Empowerment Summit	\$70 for Summit T-Shirts

19. PUBLIC SESSION

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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 _____

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 board meeting: November 12, 2025 @ 6:30 p.m.