

**Montague Township Board of Education Meeting
Regular Action Meeting Minutes
June 11, 2025**

1. CALL TO ORDER at 6:30 p.m.

2. ROLL CALL

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

Others Present:

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

Present

Absent

___X___
___X___
___X___
___X___

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 6:32 p.m.

Motion Paul Brislin 2nd Christopher Bell Voice Vote: All in Favor

Motion to close Executive Session at 7:35 p.m.

Motion Michael Zernhelt 2nd Christopher Bell Voice Vote: All in Favor

Motion to reopen Regular Meeting at 7:35 p.m.

Motion Paul Brislin 2nd Caitlin Statkus Voice Vote: All in Favor

7. CSA REPORT - James Andriac, CSA - PreK graduation is Friday, June 13th at 5PM and 8th grade graduation on June 17th at 6PM. Last day of school is June 18th and is a 1:30 p.m. dismissal as well as June 16 and June 17. Parents can start picking up at 1:15 p.m. for PUPS. Thanked the staff and board of education for everything they did this year. It was a very successful year. Our test scores went from bottom 5 to top seven. We saw our sports teams excel this year. Our track team took 2nd place in the County. Our basketball team had a winning record. Our PreK program will be starting at 8AM next year with a 2:45 p.m. dismissal. More information will be provided in the next few weeks. Thanked staff, students, Board, Mr. Romano, Mr. D'Amore and Mr. Garcia.

8. SBA REPORT - Michael Bussow, SBA - Gave update on PreK construction. It is due to be completed mid-july and a furniture delivery date for the end of July. Gave update on federal funding. The grants that we receive like the Title 1 grants and impact aid are secured. Our funding is where it should be on the federal level. Mr. Andriac stated that updated pics of the PreK construction is on the facebook page.

9. BOARD PRESIDENT'S REPORT - Andree Campbell, President - Both Ms. Campbell and Ms. Statkus attended the track banquet which was well attended. It was nice to give the athletes the praise they deserve. The Junior Honor Society induction event was very nice as well. Wished Lynn Frost a happy retirement and thank you for her years of dedication to our school. Mr. Andriac also Ms. Coppolino for the countless hours that she spent working on that to make sure Montague is well represented at the NJHS.

10. APPROVAL OF MINUTES

BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve Regular Meeting Minutes and the Executive Minutes of May 14, 2025.

Moved: Paul Brislin

Seconded: Jaime Johnson:

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Statkus	Zernhelt	Total
YES		x	x		x	x	x	5
NO								
ABSTAIN	x							1
ABSENT				x				1

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 7:41 p.m. - 2 people online with Mr. Romano as one of them

Motion Caitlin Statkin

2nd Michael Zernhelt

Voice Vote: All in Favor

Motion to close Public Comment at 7:42 p.m.

Motion Christopher Bell

2nd Paul Brislin

Voice Vote: All in Favor

12. FINANCE AND INSURANCE

Motion to approve Resolutions F-1 through F-25 listed below:

Moved: Christopher Bell Seconded: Jaime Johnson Discussion: Ms. Statkus asked about F2 - how much are we moving? Mr. Bussow said that would be up to \$700,000 but that will be determined after our end of year audit which is scheduled for July 30 & 31, 2025. Ms. Statkus asked about F-23 - Does that also happen after the audit? Mr. Bussow said yes and it would be up to the \$183,999 which is what we receive in Impact Aid this year and we are allowed to put that in unrestricted reserves for the future. Mr. Bell asked if we can do the unrestricted reserves also with the Capital Reserve funds? Mr. Bussow said the capital reserve would be used strictly for capital projects. Mr. Bell asked if we can back any of that out for operations instead? Mr. Bussow said that if we save it for operations it would be applied to the 26-27SY budget. The idea right now is to build up the capital reserves again because we depleted it for them for the construction projects and in order to do projects around the yard, like a track, a lot of that would require matching funds so if we have a few hundred thousand dollars that we can apply to it then we are more eligible to have matching funds. Mr. Bell asked is \$700,000 too much? What do we spend a year? Mr. Bussow said we'd have probably about three to four hundred thousand that we'd have available. Mr. Bell asked if we can take some of that and put that more into the operating for next year's budget? Mr. Bussow said it would be for the following year's budget. We have about \$340,000 this year reserved for that purpose. Mr. Bell asked can we put more into it and Mr. Bussow said it is not best practice. Mr. Bell said but we can do it. Mr. Bell said he would rather put more money towards operation and can we not move it from operations to capital if we wanted to in the middle of year? Mr. Bussow said we could do that. We cannot move it from capital to operations. Mr. Bell stated he would like to propose an amendment or wait until we get the number or we split it in half and put half in operations and half in capital. Mr. Andriack asked what would be the purpose of this? Mr. Bell said he would rather have more in operation so we don't have to increase our budget year after year. Mr. Andriac said that stuff is pretty stagnant. The operating budget is the operating budget and we don't see the number because we want to, it's based on need. Mr. Bell said he knows and he'd rather have money that we can put in than not. Mr. Andriac said this is money we are not moving right now. It is giving us the ability if we need to move it up to the

amount that is on here. Mr. Brislin said what Mr. Bell is proposing is capping it tonight at \$350,000. If we need a monetary amount we can always change that \$350,000 and put it into capital. He agrees that \$700,000 is a lot of money to put into capital especially that we don't have a project for it at this point. Ms. Statkus asked if we can pull F-22 until we know what the number is? Mr. Andriac said we cannot table it because then we cannot move anything. Mr. Bussow said that we have to be able to have this so when we do our audit it determines what he have available is what we'd be putting in so we are looking at what we have budgeted for each year coming up and what is beyond that is what we can put into there. \$700,000 is a safe number. Mr. Brislin said he is willing to second Mr. Bell's motion just to get a vote on changing the \$700,000 to \$350,000. Mr. Brislin asked Mr. Garcia what could be done procedurally. Mr. Garcia said you can take a motion and a second to amend it. You call the vote on the amendment and then you'll vote on that as part of the larger consent agenda after that. Mr. Andriac said he strongly advises that it may not be a great idea because what if it is \$355,000 after the audit. You are restricting it to \$350,000. Mr. Bell asked if Mr. Bussow would prefer it to be a percentage than a dollar amount? Mr. Bussow said no. We should keep it high and just see what the auditor comes in with and work with those recommendations. Ms. Statkus said it is her understanding that we want to keep the surplus high to take care of whatever projects pop up over the course of the year because we cannot move money into the account? Mr. Brislin said you can move it in but can't move it out. Mr. Bussow said we do have projects allocated to use funds for but we do not have enough funds to start any of those projects. Mr. Bell said he is looking for more flexibility in our budget planning when it comes to the end of the year because once it's in there, it's not coming out. Mr. Brislin is willing to go up to \$400,000. Mr. Andriac said the key word is up to \$700,000. Mr. Andriac is comfortable with the \$700,000. Mr. Bussow said if we do not put it in capital reserves, it skips a year so we would have to put it towards the 26-27 budget year so if something comes up next year we cannot use the money. Mr. Bell asked what do we anticipate using the money for? Mr. Andriac said the sidewalks need to be done, the back pavement and still putting up a pole barn. Mr. Bussow said the last quote for the HVAC for the classrooms came in at \$1.2M and the only way we'd be able to do that is to get a ROD grant funding 60% and getting a State grant for the balance. If we don't put it into reserves, we cannot touch that for anything until the following year. Mr. Brislin asked how much is in Capital reserves now and Mr. Bussow said we have \$260,000. Mr. Brislin then stated that we are looking to add an additional \$700,000 to that to bring it up to \$960,000. Mr. Bussow said yes. Mr. Bussow stated that before we started our last project we were over \$2.3M in capital reserves. Mr. Brislin asked which projects in the next 12 months will there be that will use up \$960,000? Mr. Bussow said nothing in the next 12 months but we will need to have that in our reserves if we want to apply for any matching funds. Ms. Statkus asked if this is like a pot we are trying to build on so that we can build it up every year? Mr. Bussow said yes. Ms. Statkus asked historically speaking what was the capital reserve 5 years ago? Is it always a high number or are we trying to rebuild back up to a high number? Mr. Bussow said we are trying to build it back up to the high number. The parking lot we did cost over \$600,000 and we had no grant money for that so we were denied the grant. Ms. Statkus asked what do we normally like to keep in the reserve? Mr. Bussow said we'd like to bring it up to \$2M. Mr. Brislin is trying to figure out where the \$700,000 is coming from. Mr. Zernhelt said that we had to do the parking lot on our own because we didn't have a reserve so we could have saved the school money if we had enough in the capital reserve in the first place. We couldn't get a grant because we didn't have enough money in the fund. Mr. Zernhelt pointed out that if we have \$1M in there and there's a \$2M project we might be able to get a million dollar grant. If we only had \$700,000 in the reserve we could not get for a million dollars and we'd be forced to skip out on that. Mr. Andriac stated that with the PreK grant, we got \$1.3 million because we had the money in there. So the more in there, the more likely the District will save money in the long run. Mr. Zernhelt stated that the school is growing. Mr. Bell asked there is no way to get matching grants unless you have the exact amount or up to the amount? Mr. Bussow said it depends on the project. Some it is matched 1 to 1, some are 60/40. Mr. Bell said okay, that is convincing for him. Ms. Campbell said with the age of the school and the increasing population, there are always going to be big projects we have to think about. Mr. Andriac stated that they mapped out 3 years for scheduling purposes and in 3 years we will not have enough room to house the number of incoming students. Mr. Bell asked what the 3 year projection is based on. Mr. Andriac said it is based on student population per year and build off of that. The younger grades are so much bigger than they were years ago. Classes will be going on a cart in a few years. Ms. Campbell said we do not want to have a lot of classes on carts which is not what we want.

Ms. Statkus asked about F-24. Mr. Bussow said it is another statewide coop that we are allowed to enter at no cost to us.

Mr. Bell asked about F-10 - Mr. Bussow said it is renewing the contract for the sub nursing service. Regarding F-17, Mr. Bell asked if it was new and Mr. Andriac said no, the student has been attending for a while.

Mr. Zernhelt asked about F-25 - did we ever look into other food service programs. Mr. Andriac said we are currently looking.

Mr. Brislin asked about F-11 - do we still need the services of Comegno Law Group? Mr. Andriac said we can keep them on because they do not charge us if we do not use them. Mr. Garcia does not have a problem with it.

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Statkus	Zernhelt	Total
YES	x	x	x		x	x	x	6
NO								
ABSTAIN								
ABSENT				x				1

F-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the May 15, 2025 through June 11, 2025 - Bill's List listed below:

Fund 10	\$ 23,772.02
Fund 11	\$ 800,048.95
Fund 12	\$ 24,691.50
Fund 20	\$ 216,299.95
Fund 30	\$ 260,675.21
Fund 60	\$ 28,100.09
Fund 95	\$ 2,151.38
Grand Total	\$1,355,739.10

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 April 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 report dated April 30, 2025 .

F-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Agreement between **R&L Data Centers, Inc.** and Montague Township School District Board of Education beginning July 1, 2025 and ending June 30, 2026.

F-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education renew **CDK Systems, Inc.** for the 2025-2026 school year at a cost of \$15,133.00.

F-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education renew **Realtime Information Technology** for the term date of July 1, 2025 to June 30, 2026 at a cost of \$18,927.32.

F-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **Ed Data Services Inc.**, as a New Jersey Cooperative Bidding Program for our school supplies, athletic reconditioning, skilled trade's time & material, maintenance bids, and other applicable products and services offered for the 2025-2026 school year at a cost of \$3,580.00.

F-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Medical Service Contract between **Denise L. Autotte, M.D.**, and the Montague Township Board of Education beginning July 1, 2025 through June 30, 2026 at a cost of \$2,500.00.

F-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Agreement to Provide Professional Services between **J&B Therapy, LLC** and Montague Elementary School and their rates outlined in the agreement for the period of July 1, 2025 through June 30, 2026.

F-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Contract for Services between **Best Choice Home Care, LLC** and Montague Township School District for the period of July 1, 2025 through June 30, 2026.

F-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Agreement for Legal Services - Special Counsel between the Montague Board of Education and the law firm of **Comegno Law Group, P.C.**, effective July 1, 2025 through June 30, 2026 at the hourly rates as follows: \$225 - Partners and shareholder; \$195 - Associates; \$100 - Paralegals.

F-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Agreement for Legal Services between the Montague Board of Education and Matthew J. Giacobbe, Esq., of **Cleary, Giacobbe, Alfieri, Jacobs, LLC**, effective July 1, 2025 through June 30, 2026 at an hourly rate of \$185/hr for partners/counsel, \$175.00/hr for associates and \$90.00/hr for all law clerks and paralegals.

F-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Agreement between **Educational Specialized Associates, LLC** and Montague Township School District and their rates outlined in the agreement for the period of June 1, 2025 through June 30, 2026.

F-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **Shore O&M and their rates** for the period of July 1, 2025 through June 30, 2026.

F-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the annual substitute rates for the 2025-2026 school year:

Nurse \$200 per day
 Teacher/Paraprofessional \$115 per day
 Custodian \$20.00 per hour
 Security Guard \$25.00 per hour

F-16 BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Township Board of Education approve the Contract for Educational Services - ESY 2025 between the Sussex County Educational Services Commission and the Montague Township Board of Education for the following students to attend **Northern Hills Academy** commencing July 1, 2025 until August 12, 2025 (30 days):

Student ID #	Tuition Amount	Paraprofessional	Add't Therapy	Total
100280	\$12,556.00	\$5,991.00	\$894.00	\$19,441.00
160002	\$12,556.00	\$5,991.00	N/A	\$18,547.00
13958977	\$11,003.00	\$5,991.00	N/A	\$16,994.00
12753787	\$11,003.00	N/A	N/A	\$11,003.00
100390	\$12,556.00	\$5,991.00	N/A	\$16,994.00
13844119	\$12,556.00	\$5,991.00	\$894.00	\$19,441.00
100472	\$11,003.00	\$2,995.00	N/A	\$13,998.00

F-17 BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Township Board of Education approve the Tuition Contract Agreement - ESY program between the **Newton Board of Education** and the Montague Board of Education in the amount of \$3,371.00 from July 7, 2025 to August 7, 2025 for **Student ID #1003785**.

F-18 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the proposal from the Sussex County Educational Services Commission for physical therapist services for the duration of the ESY Program in the amount of approximately \$1,500.00.

F-19 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education authorize payroll deductions for tax sheltered annuities and other depositories authorized by the staff with Equitable, Prudential and Security Benefit for the 2025-2026 school year.

F-20 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the two year renewal contract with Delta Dental for our district's employee dental coverage at the following rates:

One Party: \$ 51.52
 Two Party: \$ 99.59
 Three Party: \$168.67

F-21 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accept the Small Rural School Achievement (SRSA) grant award in the amount of \$58,769.00 to be utilized in the 2024-25 fiscal year.

F-22 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following resolution for the transfer of current year surplus to **capital reserve**:

WHEREAS, N.J.S.A 18A:21-2, N.J.S.A 18A:7G-31, and N.J.S.A 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year-end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a Board of Education to transfer, unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Montague Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account in an amount not to exceed **\$700,000**.

NOW THEREFORE BE IT RESOLVED by the Montague Board of Education that it hereby authorizes the district's School Business Administrator to make these transfers consistent with all applicable laws and regulations.

F-23 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following resolution for the transfer of **Federal Impact Aid** reserve:

WHEREAS, N.J.S.A 18A:21-2, N.J.S.A 18A:7G-31, and N.J.S.A 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year-end, and

WHEREAS, the aforementioned statutes authorize procedure, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Montague Township Board of Education wishes to deposit anticipated current year surplus into the Federal Impact Aid Reserve account at year end, and

WHEREAS, the Montague Township Board of Education has determined that an amount not to exceed **\$183,999.00** or the annual Impact Aid Grant award is available for such purpose of transfer; any transfer to the reserve account shall not exceed the total amount of Federal Impact Aid received in the fiscal year,

WHEREAS, the Montague Township Board of Education, at its discretion, may use the funds in the reserve account to finance the district's general fund or finance school facilities projects, in a manner consistent with federal law and the total amount of funds on deposit in the reserve account shall not be limited.

NOW THEREFORE BE IT RESOLVED, the Montague Township Board of Education does hereby authorize the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

F-24 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following resolution to authorize the Montague Township Board of Education to enter into a Cooperative Pricing Agreement with Camden County Educational Services Commission;

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on June 11, 2025 the governing body of the Montague Township Board of Education, County of Sussex, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE - This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Montague Township Board of Education.

AUTHORITY - Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT - The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE - This resolution shall take effect immediately upon passage.

F-25 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve and authorize the execution of the School Food Authority Vendor Contract (SFA to SFA Contract) with High Point Regional High School effective July 1, 2025 through June 30, 2026. This SFA to SFA Contract establishes High Point Regional High School as the vendor and Montague as the Recipient for meals utilizing High Point's contract with Maschio's Food Services.

13. PERSONNEL

Motion to approve Resolutions P-1 through P-25 as listed below

Moved: Caitlin Statkus Seconded: Christopher Bell Discussion: Mr. Andriac stated that we have no staff turnover this year other than staff being/going on maternity leave so we need to hire for those positions only for a year. Mr. Bell asked if there are any vacancies? Mr. Andriac said there is only one and we are looking for a couple of part time paras. Mr. Brislin asked about P-9 regarding the teacher with sub next to his name. Mr. Andriac stated that he will be a sub if a teacher calls out.

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Statkus	Zernhelt	Total
YES	x	x	x		x	x	x	6
NO								
ABSTAIN								
ABSENT				x				1

P-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Board of Education approve the employment contract for **MICHAEL BUSSOW, School Business Administrator/Board Secretary**, from July 1, 2025 through June 30, 2026 with an annual salary of \$116,000. The employment contract was approved by the Executive County Superintendent on May 29, 2025.

P-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **JESSICA PIERCE**, as LDTC and Preschool Master Teacher, at Step N/MA, for the 2025-26SY effective August 26, 2025 through June 30, 2026.

P-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **TAFFY BANGHART**, as part-time Interventionist, at Step K/BA, pending criminal history and background check, if necessary, for the 2025-26SY effective August 26, 2025 through June 30, 2026.

P-4 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **ALEXIS HAUREY**, as Maternity Leave Replacement Guidance Counselor, at Step A/BA, pending criminal history and background check, for the 2025-26SY effective August 26, 2025 through June 30, 2026.

P-5 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **JULIE VYSOTSKY**, as full time teacher, at Step K/MA+30, pending criminal history and background check, for the 2025-26SY effective August 26, 2025 through June 30, 2026.

P-6 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **MELAINA SCURALLI**, as full time Special Education teacher, at Step A/BA, pending criminal history and background check, for the 2025-26SY effective August 26, 2025 through June 30, 2026.

P-7 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **PENNY SNOOK**, as full time bus driver at Step R, pending background check and review of Driver History Abstract, for the 2025-26SY, effective on or about August 26, 2025 through June 30, 2026.

P-8 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **JOSEPH SCHLENKER**, as part-time bus driver at the rate of \$32/hour, pending background check and review of Driver History Abstract, for the 2025-26SY, effective June 30, 2025 through June 30, 2026.

P-9 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following staff members for the Summer Extended School Year/Learning Acceleration Program commencing June 30, 2025 to July 31, 2025 up to 4 hours a day for 20 days to be paid according to the negotiated MEA hourly rate.

TEACHERS

Jennifer Battikha
Lawrence Doto
Laura Gloss
Elizabeth Palazzo
Brent Runne (Sub)
Jennifer Seminerio
Chandler Smith
Devyn Smith
Elizabeth Svede
Emily Weiss

PARAPROFESSIONALS

Andrea Bailey
Tracy Edwards
Kaisha Schenk
Margaret Szala
Sade Rolle
Jacqueline Zinzi (Ruiz)

P-10 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **JESSICA COPPOLINO, Teacher/Library-Media Specialist and LORIE JESKEY, teacher**, to work up to twenty (20) days per diem for the summer of 2025 to be paid according to the negotiated MEA hourly rate.

P-11 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **DARAH PINZONE, Guidance Counselor**, to work up to five (5) days per diem for the summer of 2025 to be paid according to the negotiated MEA hourly rate.

P-12 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **CLANCEY LANE, teacher and MEGHAN PUTERA** to work up to four (4) days per diem for the summer of 2025 to be paid according to the negotiated MEA hourly rate.

P-13 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **ALLISON WORZEL**, as School Nurse for the Summer Extended School Year/Learning Acceleration Program commencing June 30, 2025 to July 31, 2025 up to 4 hours a day for 20 days to be paid at an hourly rate based off her current salary.

P-14 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **MICHAEL D'AMORE**, as School Security Guard to work up to five (5) days per diem for the summer of 2025 to be paid at an hourly rate based off his current salary.

P-15 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following staff members to work ten (10) days each per diem for the summer of 2025 to be paid according to the negotiated MEA hourly rate:

- Maria Bongo, Speech Therapist
- Taylor DeMaro, Occupational Therapist
- Samantha Frost, Social Worker
- Melanie Linder, Psychologist
- Jessica Pierce, LDTC

P-16 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following staff members for the Summer Extended School Year/Learning Acceleration Program commencing June 30, 2025 to on or about August 12, 2025 to be paid according to the negotiated MEA hourly rate:

BUS DRIVERS

Gary Dennison
Kathleen Donovan
Tara Fansler
Shelley Martin

BUS AIDES

Andrea Bailey
Tracy Edwards
Kaisha Schenk
Margaret Szala
Jacqueline Zinzi (Ruiz)

P-17 BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Township Board of Education approve **BRODY BERRY and YAKELIN CIRRITO** as part-time summer custodians at \$20.00 per hour with a start date of on or about June 30, 2025 until on or about August 28, 2025.

P-18 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **ALICIA CITRO, VICE PRINCIPAL**, as the 504 Compliance Officer and the Anti-Bullying Coordinator for the Montague Township School District for the period of July 1, 2025 through June 30, 2026.

P-19 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **MICHAEL D'AMORE**, as the School Safety Specialist for the Montague Township School District for the period of July 1, 2025 through June 30, 2026.

P-20 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education, appoint **SAMANTHA FROST, Social Worker**, as the Truancy Officer for the Montague Township School District for the period of July 1, 2025 through June 30, 2026.

P-21 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the request for maternity leave for **Staff ID#10870689** from August 26, 2025 through February 2, 2026. A combination of sick days, personal days and NJ Family Leave Act will support this leave request.

P-22 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **LAWRENCE DOTO** as a Homebound Instructor to be paid according to the negotiated MEA hourly rate.

P-23 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve **SEAN SWEENEY**, as a substitute teacher, at the sub rate of \$115.00/day, criminal history and background check and proper employment paperwork, for the 2025-26 school year.

P-24 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the following substitutes for the 2025-2026 school year:

- Susan Harris
- Marissa Irizzary
- Ivette Manning
- Brody Berry (Substitute Custodian)
- Yakelin Cirroto (Substitute Custodian)
- Lisa Cirello (Substitute Nurse)
- Noel Heiden (Substitute Nurse)
- Kimberley Unhoch (Substitute Security Guard)

P-25 BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Township Board of Education approve **WILLIAM GRENNILLE**, as our District's certified Water Operator for the 2025-2026 school year.

14. ADMINISTRATION

Motion to approve Resolutions A-1 through A-3 as listed below

Moved: Paul Brislin

Seconded: Jaime Johnson

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Statkus	Zernhelt	Total
YES	x	x	x		x	x	x	6
NO								
ABSTAIN								
ABSENT				x				1

A-1. BE IT RESOLVED, at the recommendation of the Superintendent, the Montague Township Board of Education approve the New Jersey Principal Evaluation for Professional Learning Process (NJPEPL) rubric for administrator evaluations.

A-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education accepts and approves the Comprehensive Equity Plan for that 2025-26 through 2027-28 for submission to the New Jersey Department of Education.

A-3 BE IT RESOLVED, at the recommendation of the Superintendent, that the Board approve the existing job descriptions for the 2025-2026 school year.

15. BUILDING & GROUNDS

Motion to approve Resolutions BG-1 through BG-2 as listed below

Moved: Caitlin Statkus

Seconded: Michael Zernhelt:

Discussion: Mr. Bell asked what the IPM Plan was and Ms.

Berry said it is the Integrated Pest Management Plan for the school

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Statkus	Zernhelt	Total
YES	x	x	x		x	x	x	6
NO								
ABSTAIN								
ABSENT				x				1

BG-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education adopt the IPM plan for the 2025-2026 school year. (A copy of the report is available to review in the Board office).

BG-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the May 16, 2025 commercial proposal and specifications of **Viking Pest Control** for the 2025-26SY.

16. TRANSPORTATION

Motion to approve Resolutions T-1 through T-2 as listed below

Moved: Paul Brislin

Seconded: Christopher Bell

Roll Call	Bell	Brislin	Campbell	DeGeorge	Johnson	Statkus	Zernhelt	Total
YES	x	x	x		x	x	x	6
NO								
ABSTAIN								
ABSENT				x				1

T-1 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the rental agreement for transportation equipment and services between **Goosetown Enterprises, Inc.**, and Montague Township School for the 2025-26SY.

T-2 BE IT RESOLVED, at the recommendation of the Superintendent, that the Montague Township Board of Education approve the Montague Township School Bus Emergency Evacuation Drill Report of May 28, 2025.

Time	Location of Drill	Route # s included in drill	Name of School Principal/Person(s) Overseeing Drill	Other Info.
8:55 a.m.	Front of school	M1, M2, M3, M4, M5 & Mini	James Andriac, CSA/Principal Alicia Citro, VP and James Cicalese, Transportation	Drill was a front door evacuation. Others present - Michael D'Amore, Clancy Lane and Danielle Christmann

17. 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 8:11 p.m.

Motion Christopher Bell

2nd Caitlin Statkus

Voice Vote: All in Favor

Mr. Andriac read the names of the student who got Student of the Month for May and June.

Motion to close Public Comment at 8:12 p.m.

Motion Christopher Bell

2nd Jaime Johnson

Voice Vote: All in Favor

18. NEW BUSINESS - Mr. Zernhelt gave an update on PTA Events. Dana Berry stated that these items are for what is due in the future

- Superintendent Evaluation - Mr. Andriac will start on this part
- Board and District Goals - start working on
- November Election - Petitions due to County Clerk by July 28, 2025 with at least 25 signatures and it must be notarized as the Clerk does not notarize them anymore.

19. ADJOURNMENT

Motion Christopher Bell

2nd Caitlin Statkus

Voice Vote: All in Favor

Time of Adjournment: 8:15 p.m. - Next meeting: July 9, 2025 at 6:30 p.m.

Respectfully submitted,

Dana Berry

DANA BERRY, Assistant to the Board Secretary