

**LEBANON BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**AGENDA
Regular Business Meeting
April 29 , 2025 at 6:45 pm**

CALL TO ORDER: _____ called the meeting to order at _____.

**PUBLICATION
OF NOTICE:**

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, adequate notice of this meeting was provided through the annual public notice on April 14, 2025

- a. Faxing to two newspapers designated by the Board – Hunterdon County Democrat and Hunterdon Review
- b. Posting on the District Website, the main bulletin board in the Administration Office and in each Lebanon Borough School
- c. Filing with the Clerk of Lebanon Borough

ROLL CALL:

Present: *Board Members:*

_____ Daniel Elwell, Board President
_____ David Abeles, Vice President
_____ Vincent Maglione
_____ Danielle Nugent
_____ Benedict Valliere

District Administrators:

Dr. Bruce Arcurio, Chief School Administrator
Mrs. Patricia Duell, School Business Administrator/Board Secretary

**PLEDGE OF
ALLEGIANCE:**

_____ led the Board in the Pledge of Allegiance.

PRESIDENT'S COMMENTS:

PUBLIC HEARING ON 2025/2026 BUDGET

REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

Action 25-CSA-10:

BE IT RESOLVED that the Board of Education hereby accepts the School Safety and HIB report for the month of April, 2025.

Motion by: _____, **Second by** _____.

CSA Discussion:

Roll Call:

_____ *D. Abeles;* _____ *J. Carruthers*

_____ *D. Nugent;* _____ *B. Valliere;* _____ *D. Elwell;*

Ayes: *No:* *Abstain:*

Motion: Carries Fails Tabled

Report of the School Business Administrator:

Informational: The next meeting is Tuesday, June 17, 2025 at 6:30 pm.

ACTION ITEMS 25-BA-38 THROUGH 25-BA-42:

Action 25-BA-38:

BE IT RESOLVED, That the Board of Education hereby **approves the following Board Meeting Minutes for:**

Minutes: Regular Session

April 1, 2025

Minutes Executive Session

April 1, 2025

Action 25-BA-39:

BE IT RESOLVED, That the Board of Education hereby **approves the Board Secretary Reports for the period ending:**

March 31, 2025

Action 25-BA-40:

BE IT RESOLVED, That the Board of Education hereby **approves the Treasurer's Reports for the period ending:**

March 31, 2025

Action 2\5-BA-41:

BE IT RESOLVED, That the Board of Education hereby **approves the Line item Transfers for the period ending:**

March 31, 2025

Action 25-BA-42:

BE IT RESOLVED, That the Board of Education does hereby certify that as of the date of these reports, no line item account has encumbrances and/or expenditures which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10 c 3&4

AND BE IT RESOLVED, that the Chief School Administrator recommends that the Lebanon Borough Board of Education **accept the monthly financial reports of the Secretary and Treasurer of School Monies for the following periods:**

March 31, 2025

AND FURTHER RECOMMENDS, that the Board of Education certify that no major account has been over-expended in violation of NJAC 6A:23A-16.10 and that as of this report date, sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

Motion for Action Items 25-BA-38 through 25-BA-42:

Motion by: _____, Second by _____.

BA Discussion:

Roll Call:

<i>D. Abeles</i>		<i>V. Maglione</i>		<i>D. Nugent</i>	
<i>B. Valliere</i>		<i>D. Elwell</i>			

Ayes: No: Abstain:

Motion: Carries Fails Tabled

OLD BUSINESS:

Clinton Public School Meeting Update – B. Valliere

FACILITY/FINANCE/POLICY:

Action Items 25-FFP-51 through 25-FFP-57:

Action item 25-FFP-51:

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **April 29, 2025 in the amount of \$ 313,962.60.**

Action item 25-FFP-52:

BE IT RESOLVED that the Board of Education hereby approves the following field trip for the 2023/2024 school year:

<i>Grade</i>	<i>Destination</i>	<i>Date</i>	<i>Transportation</i>
<i>Pre K & Kdg.</i>	<i>Echo Hill Flemington NJ</i>	<i>5/29/2025</i>	<i>HCESC</i>
<i>K-3</i>	<i>Fairview Farm Wildlife Preserve Gladstone, NJ</i>	<i>5/23/2025</i>	<i>HCESC</i>
<i>Gr 3 - 6</i>	<i>Morris Museum Morristown NJ</i>	<i>5/9/2025</i>	<i>HCESC</i>
<i>6</i>	<i>Great Adventure</i>	<i>6/9/2024</i>	<i>HCESC</i>

Action item 25-FFP-53:

BE IT RESOLVED that the Board of Education hereby approves the Tentative Budget for the 2025/2026 school year using the state aid figures; and the School Business Administrator to be authorized to submit the following proposed budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline; And

	<i>General Fund:</i>	<i>Special Revenues:</i>	<i>Total:</i>
<i>2025/2026 Total Expenditures:</i>	<i>3,436,829</i>	<i>25,320</i>	<i>3,462,149</i>
<i>Less: Anticipated Local Revenue</i>	<i>59,900</i>	<i>0</i>	<i>59,900</i>
<i>Less: Anticipated 2025/2026 State Aid Revenues:</i>	<i>157,410</i>	<i>25,320</i>	<i>182,730</i>
<i>Less: Budgeted Reserve Funds</i>	<i>167,785</i>	<i>0</i>	<i>167,785</i>
<i>2025/2026 Taxes to be raised:</i>	<i>3,051,734</i>	<i>0</i>	<i>3,051,734</i>

BE IT FURTHER RESOLVED that a public hearing was held at the Lebanon Borough School Library, 6 Maple Street, Lebanon, NJ on April 29, 2025 at 6:30 pm on the final budget for the 2025/2026 school year, which includes a health care adjustment in the amount of \$11,514 and an

enrollment adjustment in the amount of \$90,663 which will be deposited into banked cap for use in future budgets.

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year; and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A: 23A-7.3 et. seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et. seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3(b)1, to a maximum expenditure of \$25,000 for all staff and board members.

Action item 25-FFP-54:

BE IT RESOLVED that the Board of Education hereby approves the following contracts for 2025/2026 school year as follows:

Vendor	Description	Service
Hunterdon County ESC	Child Study Team Services	Nursing/LDTC/Psychologist/Speech Home School/ Evaluations
Hunterdon County ESC	Coordinated / Joint Transportation	Transportation Services
Hunterdon County ESC	Paraprofessional Services	Teaching Assistants
Hunterdon County ESC	Technology	IT and data back-up
ESS Northeast LLC	Substitute Services	Teachers, Paraprofessionals
Clinton-Glen Gardner School District	World Language Teacher	Spanish Teacher
Clinton-Glen Gardner School District	Speech Services	Speech Teacher & Evaluations
Clinton-Glen Gardner School District	Child Study Team Services	LDTC, Psychologist, Testing, Evaluations, Case Management

Action item 25-FFP-55:

BE IT RESOLVED that the Board of Education hereby approves the 2025 Safety Grant Application with the New Jersey Schools Insurance Group in the amount of \$2,000.

Action item 25-FFP-56:

BE IT RESOLVED that the Board of Education hereby approves the following technical and professional services for the 2024/2025 school year:

<i>BKC Certified Public Accountants</i>	<i>Auditing Services</i>	<i>Rates on file in the business office</i>
<i>Lennox Law Group</i>	<i>Legal Services</i>	<i>Rates on file in the business office</i>
<i>Gianforcaro Architects & Planners</i>	<i>Architect & Engineering services</i>	<i>Rates on file in the business office</i>
<i>Dr. Frank/Greenbrook Family Medicine</i>	<i>School Physician</i>	<i>\$500</i>
<i>Jersey Elevator</i>	<i>Elevator Inspections</i>	<i>\$255 per inspection</i>
<i>RFP Solutions</i>	<i>Telephone Maint./Service</i>	<i>Rates on file in the business office</i>
<i>Karen Hoffman Sinagra</i>	<i>OT Services</i>	<i>\$80 per hour not to exceed 3 hours per week</i>
<i>Glassberg Behavioral Consulting Services LLC</i>	<i>Behaviorist services</i>	<i>Up to 50 hours per year @ \$175 per hour</i>
<i>R & L Data Services</i>	<i>Payroll Processing</i>	<i>Rates on File in the business office</i>
<i>Horizon Health</i>	<i>Flexible Spending Account Administration</i>	<i>\$5 per employee/minimum \$25 per month</i>
<i>School Webmasters</i>	<i>Webhosting Services</i>	<i>Rates on file in business office</i>
<i>Benecard Services</i>	<i>Rx Benefits</i>	<i>Rates on file in business office</i>
<i>Educator Software Solutions</i>	<i>Teacher Evaluation Software</i>	<i>Not to exceed \$1,000</i>
<i>NJ School Insurance Group</i>	<i>Liability / Workers Comp. Insurance package</i>	<i>Rates on file in the business office</i>
<i>Treadstone Risk Management</i>	<i>Student Accident Insurance/ Liability Insurance Broker Services</i>	<i>Not to exceed \$1,500</i>
<i>Brown & Brown</i>	<i>Health & Rx Insurance Broker services</i>	<i>N/A</i>
<i>Strauss Esmay</i>	<i>Online Policy/Regulation Manuals & Update service</i>	<i>\$4,485</i>
<i>Educational Data Services</i>	<i>Cooperative Purchasing for Supplies, Trades and Services</i>	<i>Rates on File in the business office</i>

Action item 25-FFP-57:

BE IT RESOLVED that the Board of Education hereby approves the SFA to SFA Contract with the Clinton-Glen Gardner School District for the 2025/2026 school year as follows:

Type of Meals: Breakfast @ \$2.50 per meal student price
 Breakfast @ 3.00 per meal adult price
 Lunch @ \$4.00 per meal, student price
 Lunch @ \$4.50 per meal, adult price

Estimated Contract Amount: \$18,250

Motion for Action Items 25-FFP-51 through 25-FFP-57:

Motion by: _____, **Second by** _____.

FFP Discussion:

Roll Call:

<i>D. Abeles</i>		<i>V. Maglione</i>		<i>D. Nugent</i>	
<i>B. Valliere</i>		<i>D. Elwell</i>			

Ayes: No: Abstain:

Motion: Carries Fails Tabled

PERSONNEL/NEGOTIATIONS/CURRICULUM/COMMUNICATIONS:

Action Items 25-PNCC-15 through 25-PNCC-18:

Action Item 24-PNCC-15:

BE IT RESOLVED that the Board of Education hereby approves the following block of personnel related items as recommended by the Chief School Administrator:

The Lebanon Borough Board of Education offers to continue employment for the Lebanon Borough school tenured and non-tenured certificated staff for the 2024/2025 school year with rates for LBEA teachers to be determined upon ratification of the collective bargaining agreement.

Tenured Certificated Staff:

<i>Employee</i>	<i>Position</i>	<i>Step</i>	<i>Salary</i>
<i>Adamaitis, Amy</i>	<i>Teacher</i>	<i>MA 20</i>	<i>82,185</i>
<i>Baldoni, Lauren</i>	<i>Teacher</i>	<i>MA 24</i>	<i>87,585</i>

<i>Corradi, Yvette</i>	<i>Teacher</i>	<i>MA 20</i>	<i>\$82,185</i>
<i>Dulovich, Diane</i>	<i>Teacher</i>	<i>BA + 30 Step 23</i>	<i>\$83,685</i>
<i>Farrell, Elizabeth</i>	<i>Teacher</i>	<i>BA + 15 Step 11</i>	<i>\$66,715</i>
<i>Heller, Kelly</i>	<i>.8 Social Worker</i>	<i>MA + 30 Step 15</i>	<i>\$59,828</i>
<i>Kosciolek, Lila</i>	<i>School Nurse</i>	<i>MA 15</i>	<i>\$73,185</i>
<i>Pepe, Michael</i>	<i>Teacher</i>	<i>MA 5</i>	<i>65,480</i>
<i>Petty, Joyce</i>	<i>Teacher</i>	<i>MA 13</i>	<i>72,015</i>
<i>Sarnoski, Tammi</i>	<i>Teacher</i>	<i>BA + 30 Step 15</i>	<i>71,585</i>
<i>Torres, Christopher</i>	<i>.8 Teacher</i>	<i>BA 6</i>	<i>49,688</i>
<i>Walsh, Jennifer</i>	<i>Teacher</i>	<i>MA 15</i>	<i>74,785</i>

Non Tenured Certificated Staff:

<i>Employee</i>	<i>Position</i>	<i>Step</i>	<i>Salary</i>
<i>Baker, Kelly</i>	<i>.25 Teacher</i>	<i>MA 4</i>	<i>16,370</i>
<i>Barkel, Mayan</i>	<i>Teacher</i>	<i>BA 5</i>	<i>60,680</i>
<i>Gonzalez, Armando</i>	<i>.5 Teacher</i>	<i>MA 16</i>	<i>\$37,393</i>
<i>Ingram, Colleen</i>	<i>Teacher</i>	<i>BA 6</i>	<i>\$66,185</i>

Non Certificated Staff:

<i>Employee</i>	<i>Position</i>	<i>Amount</i>
<i>Corso, Richard</i>	<i>.5 Custodian</i>	<i>\$ 24,574</i>
<i>Laughery, Patricia</i>	<i>Instructional Aide</i>	<i>\$ 31,773</i>
<i>Muia, Renee</i>	<i>Confidential Secretary/FSW</i>	<i>\$ 58,917</i>
<i>Van Norman, Jeffrey</i>	<i>Custodian</i>	<i>\$ 51,750</i>
<i>Zarra, Cheryl</i>	<i>Treasurer of School Monies</i>	<i>\$ 2,000</i>

Action Item 22-PNCC-16

BE IT FURTHER RESOLVED that the Board of Education hereby approves the employment contract with Patricia Duell as ***School Business Administrator/Board Secretary*** for the 2025/2026 school year at the rate of \$102,819, and a stipend amount of \$15,000 for Library, Technology, and Food Service.

Action Item 22-PNCC-17

BE IT FURTHER RESOLVED that the Board of Education hereby approves the following ***substitute teachers*** for the 2025/2026 school year at the rate of \$150 per day:

Sue Ellen Turner
Suzanne Lawn
Cara Hamrah
Armando Gonzalez

Action Item 22-PNCC-18

BE IT FURTHER RESOLVED that the Board of Education hereby approves the following ***substitute Custodians*** for the 2025/2026 school year at the rate of \$20 per hour:

Nick Mamorato

Motion for Action Items 24-PNCC-15 through 24-PNCC-18:

Motion by: _____, **Second by** _____.

PNCC Discussion:

Roll Call:

<i>D. Abeles</i>		<i>V. Maglione</i>		<i>D. Nugent</i>	
<i>B. Valliere</i>		<i>D. Elwell</i>			

Ayes: *No:* *Abstain:*

Motion: Carries Fails Tabled

RECOGNITION OF PUBLIC:

District's Policy 0167 - Public Participation in Board Meetings. *The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide for a period of public comments at every regularly scheduled meeting of the Board. Public participation shall be governed by the following rules:*

- 1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate.*
- 2. Each statement made by a participant shall be limited to a reasonable time as determined by the presiding officer.*
- 3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.*
- 4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually.*
- 5. The presiding officer may*
 - (a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant to the district;*
 - (b) Request any individual to leave the meeting when that person does not observe reasonable decorum;*

- (c) *Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;*
- (d) *Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.*

NEW BUSINESS:

ADJOURNMENT:

Action Item 25-AD-10:

BE IT RESOLVED that the Board of Education adjourns this meeting.

Motion by: _____, Second by _____.

All in Favor: _____

Time: _____