

**LEBANON BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES
Regular Business Meeting
April 7, 2022
Lebanon Borough School Library 6:30 pm**

CALL TO ORDER: D. Elwell called the meeting to order at 6:30 pm.

**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 January 13, 2022

- a. Faxing to two newspapers designated by the Board – Hunterdon County Democrat and Express Times
- 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
Jacklyn Carruthers, Vice President
David Abeles
Danielle Nugent
Benedict Valliere

District Administrators:

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

PLEDGE OF

ALLEGIANCE: D. Elwell led the Board in the Pledge of Allegiance.

PRESIDENT'S COMMENTS:

REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

Action 22-CSA-07:

BE IT RESOLVED that the Board of Education hereby accepts the HIB report for the month of March, 2022.

CSA Discussion:

Motion by B. Valliere, Second by D. Abeles. The resolution is adopted on a roll call vote as follows: 5 Ayes, 0 No, 0 Abstain.

Report of the School Business Administrator:

Informational: The next meeting is Thursday, May 5, 2022 at 6:30 pm.

Budget – New Budget worksheets are provided to you at the table; When I reviewed everything before submitting the budget to the county, I found some errors in the appropriation lines that we looked at last month. The bottom line remains the same as what was approved, 0% tax increase. The total operating budget reflects 18,923 less in spending over the current year and the overall budget including the special revenues is \$34,019 less than the current year. The capital project is not included in these numbers.

Lunch Program – There is bill in the legislature commonly known as the “Working Class Families’ Anti-Hunger Act” which would provide free meals to middle class families. NJSBA supports this bill. This is more evidence that it is prudent to join the national school lunch program for the 22/23 school year. We would like to discuss a shared service contract with Clinton Public in Executive Session concerning meal purchasing.

Pay Schools – We did a demo with Pay Schools to learn more about their food service platform and ability to accept payment for meals. Their options include pre-pay ordering for meals, point of service sales, as well as the ability to accept payments for other programs such as Pre-school tuition, student field trip fees, student activity money, etc. We are currently using a service through the bank to accept credit card payments for preschool, and the fees we pay for that would equal the cost of Pay Schools. There will be a one time set up fee, however, the actual cost of using their platform would be budget neutral based on what we are currently paying.

ACTION ITEMS 22-BA-40 THROUGH 22-BA-44:

Action 22-BA-40:

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

Minutes: Regular Session
March 15, 2022

Action 22-BA-41:

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

February 28, 2022

Action 22-BA-42:

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

February 28, 2022

Action 22-BA-43:

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

February 28, 2022

Action 22-BA-44:

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:23-2.1:

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:***

February 28, 2022

AND FURTHER RECOMMENDS, in compliance NJAC 6A:23-2.11c (4), that the Board of Education certify that no major account has been over-expended in violation of NJAC 6A:23-2.11(b) 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.

BA Discussion:

Discussion on the lunch program.

Motion for Action Items 22-BA-40:

Motion by J. Carruthers, Second by D. Abeles. The resolution is adopted on a roll call vote as follows: 4 Ayes, 0 No, 1 Abstain.

Motion for Action Items 22-BA-41 through 22-BA-44:

Motion by J. Carruthers, Second by D. Abeles. The resolution is adopted on a roll call vote as follows: 5 Ayes, 0 No, 0 Abstain.

OLD BUSINESS:

None

PUBLIC COMMENTS: AGENDA ITEMS

Please note that as a practice the Board limits public comments to three minutes.

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 two periods 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.***

FACILITY/FINANCE/POLICY:

Action Items 22-FFP-53 through 22-FFP-55:

Action item 22-FFP-53:

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **April 7, 2022 in the amount of \$215,514.78.**

Action item 22-FFP-54:

BE IT RESOLVED that the Board of Education hereby approves the following requests for **field trips in the 2021/2022 school year:**

Grade	Date	Destination	Transportation	Teachers
Grades 4-6	6/1/2022	Morris Museum	Hunterdon County ESC	Baldoni, Pepe, Petty
Grades K-3	5/23/2022	Fairview Farm	Hunterdon County ESC	Adamaitis, Walsh, Barkel & Corradi

Action item 22-FFP-55:

BE IT RESOLVED that the Board of Education hereby accepts the grant from Exxon/Mobile in the amount of \$500 to be used on math/science supplies for the 2021/2022 school year.

Motion for Action Items 21-FFP-53 through 21-FFP-55:

Motion for Action Items 22-BA-41 through 22-BA-44:

Motion by B. Valliere, Second by J. Carruthers. The resolution is adopted on a roll call vote as follows: 5 Ayes, 0 No, 0 Abstain.

RECOGNITION OF PUBLIC:

Please refer to Lebanon Borough BOE policy 0167 for public comment guidelines

Marlene Baldinger – Commented on transportation options for the 6th grade trip.

NEW BUSINESS:

None

PERSONNEL/NEGOTIATIONS/CURRICULUM/COMMUNICATIONS:

None

EXECUTIVE SESSION:

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Lebanon Borough Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in “Executive Session,” i.e. without the public being permitted to attend, and

***WHEREAS**, the Lebanon Borough Board of Education has determined that the following issues are permitted by N.J.S.A. 10: 4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session.*

***WHEREAS**, any pending litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. The nature of the matter, described as specifically as possible without undermining the need for confidentiality is to discuss the following:*

Contract Negotiations

WHEREAS, the length of the Executive Session is estimated to be forty five (45) minutes after which the meeting shall reconvene and proceed with business.

***NOW, THEREFORE, BE IT RESOLVED** that the Lebanon Borough Board of Education will go into Executive Session for only the above stated reasons;*

***BE IT FURTHER RESOLVED** that the Board hereby declares that its discussion of the aforementioned subject will be made public at such time as the reason for confidentiality no longer exists.*

Formal Action will not be taken upon return.

Motion to Enter Executive Session:

Motion by D. Nugent, Second by D. Abelese. The resolution is adopted by the full membership of the board at 7:01 pm.

BE IT RESOLVED that the Board of Education hereby approves reconvening the regular Board meeting.

Motion to Exit Executive Session:

Motion by D. Nugent, Second by D. Abelese. The resolution is adopted by the full membership of the board at 7:39 pm.

ADJOURNMENT:

Action Item 22-AD-08:

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

Motion by D. Nugent, Second by D. Abelese. The resolution is adopted by the full membership of the board at 7:40 pm.

Respectfully Submitted:

Patricia Duell
School Business Administrator/Board Secretary

Minutes prepared: April 8, 2022
Minutes remain unofficial until formally adopted by the Board.

Daniel Elwell
Board President

Date