

LEBANON BOROUGH SCHOOL DISTRICT
Board of Education
Regular Business Meeting Minutes
August 1, 2023 6:45 pm
Lebanon Borough School Library

CALL TO ORDER: *D. Elwell called the meeting to order at 6:45 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 a public notice on January 18, 2023:

- a. Faxing to 2 Newspapers designated by the Board – The Hunterdon County Democrat and the Express Times*
- b. Posting to the District Website, posting on the main bulletin board in the main office,*
- c. Faxing to the Clerk of Lebanon Borough.*

ROLL CALL: *Board Members:*

Dan Elwell, President

Jacklyn Carruthers, Vice President

David Abeles

Danielle Nugent arrived at 7:02

Benedict Valliere

District Administrators:

Dr. 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

CSA Discussion:

Discussion on the HIB Report

Discussion on Borough run Park School

Action Item 24-CSA-01:

BE IT RESOLVED that the Board of Education hereby accepts the HIB report for the month of June, 2023.

Motion by B. Valliere, Second by D. Abeles. The Board adopts the resolution on a roll call vote as follows: 4 ayes, 1 Abstain, 0 No.

Report of the School Business Administrator:

Informational: The next meeting is Tuesday, September 5, 2023 at 6:45 pm

Budget – Auditors have already been on site and finished up their work with records, they are still working on getting final entries to me before I can close out the books. We were able to put money into the Capital and Tuition reserves.

Building - Swipe key card locks will be installed on two doors on the lower level on August 15th. Perimeter locks have been changed, we are still waiting on additional keys as there is a key shortage.

Insurance – We had a worker’s compensation claim filed last week, I am working with the insurance company on this claim and we hope not to have any loss of work.

New School Year – Attention will be focused on setting up the new school year for both technology and lunch program. The initial direct certification resulted in the Free/Reduced population at 5%.

ACTION ITEMS 23-BA-01 THROUGH 23-BA-05:**Action 24-BA-01:**

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

Minutes: Regular Session
June 12, 2023

Minutes: Executive Session
June 12,2023

Action 24-BA-02:

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

June 30, 2023 (Preliminary)

Action 24-BA-03:

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

June 30, 2023 (Preliminary)

Action 24-BA-04:

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

June 30, 2023

Action 24-BA-05:

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:**

June 30, 2023 (Preliminary)

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 24-BA-01 through 24-BA-05:

Motion by D. Abeles, Second by B. Valliere. The Board adopts the resolution on a roll call vote as follows: 5 ayes, 0 Abstain, 0 No.

OLD BUSINESS:

None

FACILITY/FINANCE/POLICY:

Action Items 24-FFP-01 through 24-FFP-12:

Action item 24-FFP-01:

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **June 30, 2023 in the amount of \$ 127,053.34.**

Action item 24-FFP-02:

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **August 1, 2023 in the amount of \$ 195,680.30.**

Action item 24-FFP-03:

BE IT RESOLVED that the Board of Education hereby **accepts the non-public transportation reimbursement in the amount of \$936.00 for the 2022/2023 school year.**

Action item 24-FFP-04:

BE IT RESOLVED that the Board of Education hereby **accepts the following NJ State Aid for the 2022/2023 school year:**

Extraordinary Aid: \$4,757

Action item 23-FFP-05:

BE IT RESOLVED that the Board of Education hereby **approves the transfer of \$90,437.49 to the Capital reserve account from the 2022/2023 budget.**

Action item 24-FFP-06:

BE IT RESOLVED that the Board of Education hereby **approves the following travel requests for the 2023/2024 school year:**

<i>Employee</i>	<i>Meeting Description</i>	<i>Dates</i>	<i>Reimbursement</i>
<i>B. Arcurio</i>	<i>Hunterdon County ASA Meetings Location TBD</i>	<i>Monthly as per attached schedule</i>	<i>OMB</i>
<i>B. Arcurio</i>	<i>Hunterdon Superintendent Conference Shawnee, PA</i>	<i>10/5 & 10/6, 2023</i>	<i>\$224 Lodging & Conference Fee OMB Mileage</i>
<i>T. Duell</i>	<i>Hunterdon/Warren ASBO meetings Asbury NJ</i>	<i>Fourth Wednesday of each month</i>	<i>OMB</i>
<i>S. Rosselli</i>	<i>Hunterdon/Warren Building & Grounds Assoc. Meetings Asbury, NJ</i>	<i>Third Wednesday of each month</i>	<i>OMB</i>

Action item 24-FFP-07:

BE IT RESOLVED that the Board of Education hereby **accepts the teacher evaluation model of Kim Marshall as the primary model for compliance with Educator Evaluation for New Jersey (EE4NJ).**

Action item 24-FFP-08:

BE IT RESOLVED that the Board of Education hereby **approves the submission of a flexibility application/waiver for the Achieve NJ requirements pertaining to the Kim Marshall evaluation model.**

Action item 24-FFP-09:

BE IT RESOLVED that the Board of Education hereby **approves the following evaluation tools as attached:**

**Marshall Model and Teacher Evaluation Rubric
Evaluation Form for Nurse Evaluation Tool
Evaluation Form for Paraprofessional Evaluation Tool
Evaluation Form for Related Services Evaluation Tool
Evaluation Form for Custodial Evaluation Tool
Evaluation Form for Business Administrator Evaluation Tool**

Action item 24-FFP-10:

BE IT RESOLVED that the Board of Education hereby **accepts the following entitlement grants for the 2023/2024 school year:**

IDEA Preschool	\$1,985
IDEA Basic	\$30,886
ESEA Title IIA	\$2,260

Action item 24-FFP-11:

BE IT RESOLVED that the Board of Education hereby **authorizes the School Business Administrator to submit the following grant applications for the 2023/2024 school year:**

**IDEA Consolidated Grant
ESEA Consolidated Grant**

Action item 24-FFP-12:

BE IT RESOLVED that the Board of Education hereby **accepts the submission of the District Wide grade in the Student Safety Data System for the 2022/2023 school year.**

Motion for Action Items 24-FFP-01 through 24-FFP-12:

Motion by B. Valliere, Second by D. Abeles. The Board adopts the resolution on a roll call vote as follows: 5 ayes, 0 Abstain, 0 No.

RECOGNITION OF PUBLIC:

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 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.*

No Public in attendance

NEW BUSINESS:

Continued discussion on Park School

Discussion on Summer camps in general

Discussion on the Preschool Expansion Grant Funding Opportunity

ADJOURNMENT:

Action Item 24-AD-01:

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

Motion by B. Valliere, Second by D. Abeles. The resolution is adopted by the full membership of the Board at 7:34 pm.

Respectfully Submitted,

Patricia Duell
School Business Administrator/Board Secretary

Minutes prepared: August 2, 2023
Minutes remain unofficial until formally adopted by the Board

Daniel Elwell
Board President

Date