

**LEBANON BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES

Regular Business Meeting

February 15, 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

Via Zoom

Mrs. Patricia Duell, School Business Administrator/Board Secretary

PLEDGE OF

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

PRESIDENT'S COMMENTS:

None

START STRONG ACHEIVEMENT REPORT

Discussion on students recovering form effects of COVID and virtual learning.

Discussion on Special Education Students and testing requirements.

REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

Action 22-CSA-05:

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

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

CSA Discussion:

None

Policy Review:

<i>Policy Number</i>	<i>Name</i>	<i>Regulation Number</i>	<i>Name</i>
<i>P2415.05</i>	<i>Student Surveys, Analysis, Evaluations, Exams, Testing or Treatment (M)</i>		
<i>2431.4</i>	<i>Prevention and Treatment of sports related concussions and head injuries (M)</i>	<i>2431.4</i>	<i>Prevention and Treatment of sports related concussions and head injuries (M)</i>
<i>2460.30</i>	<i>Additional/Compensatory special education and related services (M)</i>		
<i>2622</i>	<i>Student Assessment (M) (Revised)</i>	<i>2622</i>	<i>Student Assessment (M)</i>
<i>3233</i>	<i>Political Activities</i>		
<i>5541</i>	<i>Anti Hazing (M)</i>		
<i>7540</i>	<i>Joint Use of Facilities</i>		
<i>8465</i>	<i>Bias Crimes and Bias-related activities (M)</i>	<i>8465</i>	<i>Bias Crimes and Bias-related activities</i>
<i>9560</i>	<i>Administration of School Surveys (M)</i>		

Report of the School Business Administrator:

Informational: The next meeting is Thursday, March 3, 2022 at 6:30 pm. We may need to push this meeting back, based on the Governor’s budget address which is usually at the end of February. I have unofficially heard a date of March 8th, which would mean that we won’t have our official state aid figures until after that address. We need to approve the tentative budget in March, so we can send it down to the County office for approval.

We seem to be needing to push back meetings to the second or third week of the month quite regularly, is there any interest in officially changing the dates to one of those weeks?

Budget – I have worked on preliminary numbers and with what I know right now, we should be able to keep our budget at a 0% increase for 22/23. This is only preliminary and may very well change based on state aid and other factors that may arise. We will have a formal budget presentation for the March meeting.

Music Room Renovation – We had the bid opening on the 10th and received 8 bids for the project. The lowest bid came in at \$211,000. The bids have been reviewed by the Architect and Attorneys and the lowest bid was found to be a qualified bid. Our ESSER grant has still not gone through the approval process, but we do have \$72,947 in funds from that grant to use on this project. I will budget for the full amount to come out of the Capital Reserve funds, but what doesn't get used will go back into that reserve account at the end of the project. The state has not yet approved the renovation as an educational space yet, so we cannot award the project until that happens. It is under review and we hope to have that in place for the March meeting.

Lunch Program – I've been keeping this on the radar for a couple of years. We currently have a 12.5% of students on our free/reduced eligibility list. Anytime you go over 5%, the Child Nutrition Program is strongly encouraged. Since COVID became a pandemic, all students are eligible for free breakfast and lunch, and it is proposed to continue for the 22/23 school year. Whether it remains in effect or not, we need to join the program and offer lunch to our students. I have been in conversations with Clinton Public, their food service vendor, Machio's and the Child Nutrition people to research possibilities for running a program. The only feasible option would be to have a shared service agreement with Clinton Public, and they are open to that arrangement. We would likely have to hire an aide to pick up lunches and "sell" the meals to students during the lunch periods. Our student information system has a module which will allow easy tracking and pre-paid lunch accounts for the students. Parents will be able to pay online or send funds into the school via check. Money will not be exchanged during the lunch period, it will all be tracked via the computer by student ID.

ACTION ITEMS 22-BA-30 THROUGH 22-BA-34:

Action 22-BA-30:

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

Minutes: Regular Session
January 6, 2022

Action 22-BA-31:

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

December 31, 2021

Action 22-BA-32:

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

December 31, 2021

Action 22-BA-33:

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

December 31, 2021

Action 22-BA-34:

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:***

December 31, 2021

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.

Motion for Action Items 22-BA-30 through 22-BA-34:

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

BA Discussion:

Discussion on the process of a lunch program at our school.

Discussion on budgeting for the Music room project and the Architect's role.

Discussion on changing meeting dates.

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.*

Public Comments:

Marlene Baldinger, Brunswick Ave

Questioned the lunch program requirements.

Questioned HVAC in the proposed music room.

Questioned our Start Strong results as compared to other local districts.

FACILITY/FINANCE/POLICY:

Action Items 22-FFP-41 through 22-FFP-46:

Action item 22-FFP-41:

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **February 15, 2022 in the amount of \$416,230.26.**

Action item 22-FFP-42:

BE IT RESOLVED that the Board of Education hereby approves the following requests for **employee/board member travel** in accordance with the School District Accountability Act and Board of Education policy 6471 “School District Travel”. Only overnight stays are eligible to meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Administrative Code and NJ Dept. of Treasury guidelines and the OMB mileage reimbursement rate of \$0.31 per mile. Where more than 5 individuals from the district are to attend the same out-of-state conference, the school district shall obtain the prior written approval of the Executive County Superintendent.

Employee	Description/Location	Cost	Lodging/Meals/Mileage
Ace, Kimberly	Building Arts with Froebels Gifts Flemington, NJ	\$35	OMB

Action item 22-FFP-43:

BE IT RESOLVED that the Board of Education hereby approves revisions to the 2021-2022 school calendar as follows:

March 2, 2022 Additional inclement weather day as an early dismissal day for students and afternoon teacher in-service.

Action item 22-FFP-44:

BE IT RESOLVED that the Board of Education hereby approves the first reading the of the following policies and regulations:

Policy Number	Name	Regulation Number	Name
P2415.05	Student Surveys, Analysis, Evaluations, Exams, Testing or Treatment (M)		
2431.4	Prevention and Treatment of sports related concussions and head injuries (M)	2431.4	Prevention and Treatment of sports related concussions and head injuries (M)

2460.30	<i>Additional/Compensatory special education and related services (M)</i>		
2622	<i>Student Assessment (M) (Revised)</i>	2622	<i>Student Assessment (M)</i>
3233	<i>Political Activities</i>		
5541	<i>Anti Hazing (M)</i>		
7540	<i>Joint Use of Facilities</i>		
8465	<i>Bias Crimes and Bias-related activities (M)</i>	8465	<i>Bias Crimes and Bias-related activities</i>
9560	<i>Administration of School Surveys (M)</i>		

Action item 22-FFP-45:

BE IT RESOLVED that the Board of Education hereby approves the 2021-2024 3 year English Language Learner plan as attached.

Action item 22-FFP-46:

BE IT RESOLVED that the Board of Education hereby approves the amendment to the Lebanon Borough School District Long Range Facility Plan to renovate the kitchen into an educational space for a classroom/music room.

Motion for Action Items 21-FFP-41 through 21-FFP-46:

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

FFP Discussion:

Discussion on the ELL plan.

Discussion on the change to the school calendar.

RECOGNITION OF PUBLIC:

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

Ava Baldinger ,Brunswick Ave.

Questioned the activities of the Student Council.

Marlene Baldinger, Brunswick Ave.

Questioned the policy on Political Activity.

Commented on the Borough putting in a volleyball court in the park.

NEW BUSINESS:

Discussion on lifting the mask mandate.

Discussion on informing the community on services offered by the school. Families without children in the school already don't get all of the information about services that may be available.

ADJOURNMENT:

Action Item 22-AD-06:

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

Motion by: D. Abeles, Second by D. Nugent. The resolution is adopted by the full membership of the board at 7:59 pm.

Respectfully Submitted:

Patricia Duell
Board Secretary/School Business Administrator

Minutes prepared: February 16, 2022
Minutes remain unofficial until formally adopted by the Board.

Daniel Elwell, Board President

Date