

**LEBANON BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES  
Regular Business Meeting  
July 29, 2025 at 6:30 pm**

**CALL TO ORDER:** D. Abeles 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 public notice on June 24, 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:*

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

*District Administrators:*

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

**PLEDGE OF**

**ALLEGIANCE:** D. Abeles led the Board in the Pledge of Allegiance.

**PRESIDENT'S COMMENTS**

Mr. Abeles welcomed everyone to the meeting and introduced himself as the new board president. Interviews were initiated to appoint a new board member to the open board seat for the remainder of the calendar year.

**Interviews for Open Board Seat for formal appointment at September 2, 2025 meeting**

Chrisi Dower

Doug Mathewson

**EXECUTIVE SESSION:**

***WHEREAS**, while Sen. Byron M. Baer Open Public Meetings Act requires all meetings of the Lebanon Borough Board of Education to be held in public, NJSA 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session, without the public being permitted to attend, and*

***WHEREAS**, the Lebanon Borough Board of Education has determined that the following issue(s) are permitted by NJSA 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session; and*

***WHEREAS**, the nature of the following matters, described as specifically as possible without undermining the need for confidentiality are:*

***Board Seat Interviews***

*The length of the Executive Session is estimated to be twenty (20) minutes after which the meeting shall reconvene in public session.*

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

***BE IT FURTHER RESOLVED** that the Lebanon Borough Board of Education hereby declares that its discussion of the aforementioned subject will be revealed once a conclusion has been reached as to the matter subject to the discussion.*

*Formal action will not be taken.*

**Motion to enter Executive Session by B. Valliere, Second by D. Nugent. The full membership of the Board adopts the resolution at 6:55 pm.**

**Motion to exit Executive Session by D. Nugent, Second by B. Valliere. The full membership of the Board adopts the resolution at 7:11pm.**

**Board Action:**

Motion by: V. Maglione to nominate Chrysi Dower to fill the open board seat effective 7/29/2025 through December 31, 2025. Second by: D. Nugent

Motion by: B. Valliere to nominate Doug Mathewson to fill the open board seat effective 7/29/2025 through December 31, 2025. Second by: D. Nugent

**Board Seat Discussion:**

Seated board members thanked both candidates for their interest in participating on the school board and being willing to represent the community. Both candidates are good choices to fill the seat, and each was nominated for a public vote.

**Action Item 26-BRD-01:**

***BE IT RESOLVED*** that the Board of Education hereby appoints Chrysi Dower to the open board seat effective July 29, 2025 through December 31, 2025.

*The Board adopts the resolution on a roll call vote as follows: 4 ayes, 0 No, 0 Abstain.*

**REPORT OF THE CHIEF SCHOOL ADMINISTRATOR**

**Action 26-CSA-01:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the School Safety and HIB report for the months of July 2025.

**Action 26-CSA-02:**

***BE IT RESOLVED*** that the Board of Education hereby approves the Lebanon Borough School District Mission Statement as attached for the 2025/2026 school year.

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

***CSA Discussion:***

Discussion on delayed opening times.

Discussion on outdoor classroom and relationship to The Anxious Generation which the staff read as a book study for faculty meetings in the 24/25 school year.

Discussion about starting school after Labor Day in the future.

Discussion on the new Mission Statement.

Discussion on alternative teacher evaluation methods.

**REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR**

***Policy Review: First reading of the following policies and regulations:***

| <i>Policy #</i> | <i>Title</i>                       | <i>Regulation #</i> | <i>Title</i>          |
|-----------------|------------------------------------|---------------------|-----------------------|
| 0173            | Duties of Public School Accountant |                     |                       |
| 0174            | Legal Services (M)                 |                     |                       |
| 0177            | Professional Services (M)          |                     |                       |
| 1570            | Internal Controls (M)              | 1570                | Internal Controls (M) |

|         |   |      |  |
|---------|---|------|--|
| 6111    | <i>Special Education Medicaid Initiative Program (M)</i>                              | 6111 | <i>Special Education Medicaid Initiative Program (M)</i> |
| 6220    | <i>Budget Preparation (M)</i>   | 6220 | <i>Budget Preparation</i>                                |
| 0143    | <i>Board Member Election and Appointment</i>  |      |  |
| 1636.01 | <i>Notification of Promotion, New Job and Transfer Opportunities</i>                  |      |  |
| 1648.15 | <i>Recordkeeping for Healthcare Settings in School Buildings Covid 19 (Abolished)</i> |      |  |
| 2422    | <i>Statutory Curricular Requirements (M)</i>  |      |  |
| 5117    | <i>Interdistrict Public School Choice</i>   | 5117 | <i>Interdistrict Public School Choice</i>                |
| 5339.01 | <i>Student Sun Protection</i>   |      |  |

**Informational:** The next meeting is Tuesday, September 2, 2025 at 6:30 pm.

**Audit** – Field work has been completed. \$130,828 was put into reserve accounts from unspent budget funds from the 24/25 school year.

**Federal Grants** – We have received allocations for the IDEA grant, but nothing yet on Title IIa which is for staff professional development.

**E-mail accounts** – working with tech people to figure out why some board members can't get email on their phones.

**ACTION ITEMS 26-BA-01 THROUGH 26-BA-05:**

**Action 26-BA-01:**

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

**Minutes: Regular Session**  
**June 17, 2025**

**Minutes: Executive Session**  
**June 17, 2025**

**Action 26-BA-02:**

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

**June 30, 2025 (Audited)**

**Action 26-BA-03:**

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

**June 30, 2025 (Audited)**

**Action 26-BA-04:**

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

***June 30, 2025 (Audited)***

**Action 26-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, 2025 (Audited)***

***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 26-BA-01 through 26-BA-05:**

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

**BA Discussion:**

Discussion on problems getting email on mobile device.

**OLD BUSINESS:**

***Pre K Expansion Discussion – B. Arcurio***

***Clinton Public School Meeting Update – B. Valliere***

**Discussion:**

There was a lengthy discussion on whether or not to apply for the State funding for pre-k expansion. The Board ultimately decided to offer a free preschool program to resident students with priority for 4-year-olds, and 3-year-olds if there is room in the classroom to add them. Out of district students may register at a cost of \$600 per month if space is available.

**FACILITY/FINANCE/POLICY:**

***Action Items 26-FFP-01 through 26-FFP-15:***

**Action item 26-FFP-01:**

***BE IT RESOLVED*** that the Board of Education hereby approves the ***payment of bills*** for the period ending ***July 29, 2025 in the amount of \$ 177,508.17.***

**Action item 26-FFP-02:**

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

| <i>Policy #</i> | <i>Title</i>   | <i>Regulation #</i> | <i>Title</i>                                      |
|-----------------|--|---------------------|---|
| 0173            | Duties of Public School Accountant   |                     |   |
| 0174            | Legal Services (M)   |                     |   |
| 0177            | Professional Services (M)  |                     |   |
| 1570            | Internal Controls (M)  | 1570                | Internal Controls (M)                             |
| 6111            | Special Education Medicaid Initiative Program (M)                              | 6111                | Special Education Medicaid Initiative Program (M) |
| 6220            | Budget Preparation (M)   | 6220                | Budget Preparation                                |
| 0143            | Board Member Election and Appointment  |                     |   |
| 1636.01         | Notification of Promotion, New Job and Transfer Opportunities                  |                     |   |
| 1648.15         | Recordkeeping for Healthcare Settings in School Buildings Covid 19 (Abolished) |                     |   |
| 2422            | Statutory Curricular Requirements (M)  |                     |   |
| 5117            | Interdistrict Public School Choice   | 5117                | Interdistrict Public School Choice                |
| 5339.01         | Student Sun Protection   |                     |   |

**Action item 26-FFP-03:**

***BE IT RESOLVED*** that the Board of Education hereby authorizes the Affirmative Action Team's support and involvement in conducting the needs assessment and implementation of the Comprehensive Equity Plan over a three-year period and/or submit an annual Statement of Assurance.

**Action item 26-FFP-04:**

***BE IT RESOLVED*** that the Board of Education hereby approves the 3-year Comprehensive Equity Plan for School Years 2025/26 through 2027/28 and submission to the Executive County Superintendent.

**Action item 26-FFP-05:**

***BE IT RESOLVED*** that the Board of Education hereby approves a 2-hour delay for inclement weather/emergency closures for the 2025/26 school year.

**Action item 26-FFP-06:**

***BE IT RESOLVED*** that the Board of Education hereby approves the following transfer of funds from the General Fund in the 2024/2025 school year:

|                            |  |
|----------------------------|--|
| <i>Tuition Reserve</i>     | <i>\$50,000</i>                              |
| <i>Maintenance Reserve</i> | <i>\$60,000 + \$5,172.23 interest earned</i> |
| <i>Capital Reserve</i>     | <i>\$20,828.55</i>                           |

**Action item 26-FFP-07:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the following State Aid from the 2024/2025 school year to be used in subsequent budgets:

|                                  |                 |
|----------------------------------|-----------------|
| <i>Extraordinary Aid</i>         | <i>\$11,007</i> |
| <i>Non Public Transportation</i> | <i>\$3,736</i>  |

**Action item 26-FFP-08:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the following Federal Formula funding grants for the 2025/2026 school year:

|                       |                 |
|-----------------------|-----------------|
| <i>IDEA Basic</i>     | <i>\$29,075</i> |
| <i>IDEA Preschool</i> | <i>\$1,928</i>  |

**Action item 26-FFP-09:**

***BE IT RESOLVED*** that the Board of Education hereby authorizes the School Business Administrator to submit the IDEA Consolidated Grant Application to the State for the 2025/2026 school year.

**Action item 26-FFP-10:**

***BE IT RESOLVED*** that the Board of Education hereby approves the following travel requests for the 2025/2026 school year:

| <i>Employee</i>   | <i>Description</i>  | <i>Date</i>                                       | <i>Reimbursement</i>                                 |
|-------------------|---|---|--|
| <i>T. Duell</i>   | <i>Hunterdon Warren<br/>ASBO Roundtable<br/>Asbury NJ</i>   | <i>4<sup>th</sup> Wednesday of<br/>each month</i> | <i>OMB</i>   |
| <i>T. Duell</i>   | <i>NJASBO Trustee<br/>Meetings<br/>Robbinsville NJ</i>      | <i>3<sup>rd</sup> Friday of each<br/>month</i>    | <i>N/A</i>   |
| <i>B. Arcurio</i> | <i>Hunterdon County<br/>ASA Roundtable<br/>Location TBD</i> | <i>Monthly TBD</i>                                | <i>OMB</i>   |
| <i>B. Arcurio</i> | <i>Annual Northern<br/>Region</i>                           | <i>9/24-26, 2025</i>                              | <i>Lodging, Conference<br/>Fee &amp; OMB mileage</i> |

|                   |  |                    |            |
|-------------------|--|--------------------|------------|
|                   | <i>Superintendent<br/>Conference<br/>Shawnee PA</i>  |                    |            |
| <i>B. Arcurio</i> | <i>Child Study Team<br/>Directors Meetings<br/>Location TBD</i>                                | <i>Monthly TBD</i> | <i>OMB</i> |
| <i>B. Arcurio</i> | <i>North Hunterdon<br/>Vorhees Supt.<br/>Articulation Meetings<br/>NHVSD Admin<br/>Offices</i> | <i>Monthly TBD</i> | <i>OMB</i> |

**Action item 26-FFP-11:**

***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 26-FFP-12:**

***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 26-FFP-13:**

***BE IT RESOLVED*** that the Board of Education hereby **approves the following evaluation tools for the 2025/2026 school year:**

***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 26-FFP-14:**

***BE IT RESOLVED*** that the Board of Education hereby **approves the 2025/2026 Virtual or Remote Instruction Plan as attached.**

**Action item 26-FFP-15:**

***BE IT RESOLVED*** that the Board of Education hereby **approves the following curricula for the 2025/2026 school year:**



*K-6 Art  
K-6 Dance  
K-6 Theatre  
K-6 Spanish  
K-6 Social Studies  
K-6 Science  
K-6 Math  
K-6 General Music  
K-6 Health and Physical Education  
K-6 English/Language Arts  
Pre K – The Creative Curriculum*

***Motion for Action Items 26-FFP-01 through 26-FFP-15:***

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

***FFP Discussion:***

Discussion on approving the curricula.

***PERSONNEL/NEGOTIATIONS/CURRICULUM/COMMUNICATIONS:***

***Action Items 26-PNCC-01 through 26-PNCC-03:***

***Action Item 26-PNCC-01:***

***BE IT RESOLVED*** that the Board of Education hereby accepts the resignation of Kelly Baker, Art Teacher effective July 7, 2025.

***Action Item 26-PNCC-02***

***BE IT FURTHER RESOLVED*** that the Board of Education hereby approves Chad Hester as substitute Custodian for the 2025/2026 school year at the rate of \$25 per hour.

***Action Item 26-PNCC-03***

***BE IT FURTHER RESOLVED*** that the Board of Education hereby approves Terri Johnson as .25 Art Teacher on Step BA 4 at the rate of \$15,170.

***Motion for Action Items 26-PNCC-01 through 26-PNCC-03:***

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

***PNCC Discussion: None***

***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.*

**PUBLIC COMMENTS:**

Elizabeth Farrell, LBS Preschool Teacher. Mrs. Farrell expressed concern to the board about pulling back a free program once it is offered. She sees a huge difference in Kdgs. Readiness when she sees students that did not attend our pre-k program and then enroll in the school for Kindergarten. It is very beneficial to have access to this program and if becomes free for residents this year, that would be a horrible thing to lose in the future.

Marlene Baldinger, Brunswick Ave. Ms. Baldinger welcomed our new board member and gave updates on what is happening with the Town Council. She mentioned that bid are being opened later this week for the park renovations and invited the public to the meeting when the bids are

awarded. She also commented on appreciating the transparency of the board and how open they have been about decision making related to preschool and 6<sup>th</sup> grade middle school options.

***NEW BUSINESS:***

*The Board requested that we send a formal letter to the Town Council requesting a Memorandum of Agreement for complete restoration of the school driveway and blacktop area after the park renovations are completed.*

***ADJOURNMENT:***

***Action Item 26-AD-01:***

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

***Motion by B. Valliere, Second by V. Maglione. The resolution is adopted by the board at 9:16 pm.***

***Respectfully submitted,***

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Patricia Duell  
School Business Administrator/Board Secretary

Minutes prepared: July 30, 2025  
Minutes remain unofficial until formally approved by the board.

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David Abeles  
Board President

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Date