

**LEBANON BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**AGENDA
Regular Business Meeting
March 7, 2023 at 6:45pm**

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 February 6, 2023.

- 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:*

_____ David Abeles
_____ Jacklyn Carruthers
_____ Daniel Elwell
_____ 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:

Presentation – Comprehensive Health & Physical Education

LBS Implementation of NJ Student Learning Standards

REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

Action 23-CSA-08:

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

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

CSA Discussion:

Roll Call:

_____ D. Abeles; _____ J. Carruthers; _____ D. Nugent; _____ B. Valliere _____
_____ D. Elwell

Report of the School Business Administrator:

Informational: Our next meeting date is Tuesday, April 4, 2023 at 6:45 pm

ACTION ITEMS 23-BA-36 THROUGH 23-BA-40:

Action 23-BA-36:

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

Minutes: Regular Session

February 22, 2023

Action 23-BA-37:

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

January 31, 2023

Action 23-BA-38:

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

January 31, 2023

Action 23-BA-39:

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

January 31, 2023

Action 23-BA-40:

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:**

January 31, 2023

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 23-BA-36 through 23-BA-40:

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

BA Discussion:

Roll Call:

_____ D. Abeles; _____ J. Carruthers; _____ D. Nugent; _____ B. Valliere _____
_____ D. Elwell

OLD BUSINESS:

FACILITY/FINANCE/POLICY:

Action Items 23-FFP-55 through 23-FFP-57:

Action item 23-FFP-55:

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **March 7, 2023 in the amount of \$ 206,401.46.**

Action item 23-FFP-56:

BE IT RESOLVED that the Board of Education hereby **approves the following travel requests for the 2022/2023 school year:**

Employee	Meeting Description	Dates	Reimbursement
L. Kosciolek	Stop the Bleed Training Matawan NJ	3/3/2023	\$10 + OMB mileage
K. Ace	NJ Art Symposium Glassboro NJ	3/18/2023	\$175 + OMB mileage
J. Watkins	Foreign Language Educator's Conference New Brunswick NJ	3/18/2023	\$220+ OMB mileage

Action item 23-FFP-57:

BE IT RESOLVED that the Board of Education hereby approves the Tentative Budget for the 2023/2024 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

	General Fund:	Special Revenues:	Total:
2023/2024 Total Expenditures:	3,275,712	26,292	3,309,333
Less: Anticipated Local Revenue	40,500	0	40,500
Less: Anticipated 2023/2024 State Aid Revenues:	155,856	26,292	182,148
Less: Budgeted Reserve Funds	143,454	0	143,454
2021/2022 Taxes to be raised:	2,943,231	0	2,943,231

BE IT FURTHER RESOLVED that a public hearing be held at the Lebanon Borough School Library, 6 Maple Street, Lebanon, NJ on May 2 ,2023 at 6:45 pm for the purpose of conducting a public hearing on the final budget for the 2023/2024 school year.

WHEREAS, the Lebanon Borough Board of education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A: 23A-7.3 et. seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of

these expenses by the Chief School Administrator and a majority of the full voting membership of the Board; and

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.*

Motion for Action Items 21-FFP-55 through 21-FFP-57:

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

FFP Discussion:

Roll Call:

_____ D. Abeles; _____ J. Carruthers; _____ D. Nugent; _____ B. Valliere _____
_____ D. Elwell

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 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.*

NEW BUSINESS:

ADJOURNMENT:

Action Item 23-AD-08:

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

Motion by: _____, Second by _____.

All in Favor: _____