

**LEBANON BOROUGH SCHOOL DISTRICT**  
**Board of Education**  
**Regular Business Meeting Minutes**  
**October 3, 2023 6:45 pm**  
**Lebanon Borough School Library**

*CALL TO ORDER:* D. Elwell Called the meeting to order at 6:47 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*  
*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:***

*None*

***REPORT OF THE CHIEF SCHOOL ADMINISTRATOR***

***Achievement Report***

***CSA Discussion:***

Discussion on Preschool screening/testing

Discussion on the Achievement Report  
Discussion on current COVID procedures

**Action Item 24-CSA-03:**

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

**Motion by: B. Valliere, Second by J. Carruthers. The resolution is adopted by the Board on a roll call vote as follows: 5 ayes, 0 nay, 0 Abstain.**

**Report of the School Business Administrator:**

**Informational:** The next meeting is Thursday, November 2, 2023 at 6:30 pm

**Policy Review: Second Reading**

<b>Policy #</b>	<b>Title</b>	<b>Regulation #</b>	<b>Title</b>
1642.01	Sick Leave	1642.01	Sick Leave
2419	School Threat Assessment Teams	2419	School Threat Assessment Teams
5512	Harrassment, Intimidation or Bullying		

**Policy Review: First Reading**

<b>Policy #</b>	<b>Title</b>	<b>Regulation #</b>	<b>Title</b>
2270	Religion in the Schools		
3161	Examination for Cause		
3212	Attendance (M)	3212	Attendance (M)
3324	Right of Privacy		
3432	Sick Leave - Abolished	3432	Sick Leave - Abolished
4161	Examination for Cause		
4212	Attendance (M)	4212	Attendance
4324	Right of Privacy		
4432	Sick Leave - Abolished	4432	Sick Leave - Abolished

5111	Eligibility of Resident/Non Resident Students (M)	5111	Eligibility of Resident/Non Resident Students (M)
5116	Education of Homeless Children and Youth	5116	Education of Homeless Children and Youth
5460.02	Bridge Year Pilot Program (Abolished)	5460.02	Bridge Year Pilot Program (Abolished)
8500	Food Services (M)		
8540	School Nutrition Services (Abolished)		
8550	Meal Charges/Outstanding Food Service Bill (Abolished)		

**ACTION ITEMS 24-BA-11 THROUGH 23-BA-15:**

**Action 24-BA-011:**

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

**Minutes: Regular Session**  
**September 5, 2023**

**Action 24-BA-12:**

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

**August 31, 2023**

**Action 24-BA-13:**

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

**August 31, 2023**

**Action 24-BA-14:**

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

**August 31, 2023**

**Action 24-BA-15:**

**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:*

*August 31, 2023*

*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-11 through 24-BA-15:**

***Motion by: D. Abeles, Second by B. Valliere. The resolution is adopted by the Board on a roll call vote as follows: 5 ayes, 0 nay, 0 Abstain.***

BA Discussion:

Discussion on the new Sick Leave Policy

Discussion on starting the negotiations process

**OLD BUSINESS:**

*J. Carruthers gave an update on the Clinton Public School Board meetings.*

**FACILITY/FINANCE/POLICY:**

***Action Items 24-FFP-20 through 24-FFP-26:***

**Action item 24-FFP-20:**

***BE IT RESOLVED that the Board of Education hereby approves the payment of bills for the period ending September 5, 2023 in the amount of \$ 277,619.54.***

**Action item 24-FFP-21:**

***BE IT RESOLVED that the Board of Education hereby approves the following district plans as attached for the 2023/2024 school year:***

***Nursing Services Plan  
Mentoring Plan  
Professional Development Plan***

**Action item 24-FFP-22:**

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

<b><i>Employee</i></b>	<b><i>Meeting Description</i></b>	<b><i>Dates</i></b>	<b><i>Reimbursement</i></b>
<i>B. Arcurio</i>	<i>HCASE Flemington NJ</i>	<i>9/12/23 10/10/23 11/14/23 12/12/23 1/16/24 2/13/24 3/12/24 4/9/24 5/14/24 6/11/24</i>	<i>OMB</i>

**Action item 24-FFP-23:**

***BE IT RESOLVED*** that the Board of Education hereby approves the Student Code of Conduct as attached for the 2023/2024 school year.

**Action item 24-FFP-24:**

***BE IT RESOLVED*** that the Board of Education hereby approves the second reading of the following policies:

<b><i>Policy #</i></b>	<b><i>Title</i></b>	<b><i>Regulation #</i></b>	<b><i>Title</i></b>
<i>1642.01</i>	<i>Sick Leave</i>	<i>1642.01</i>	<i>Sick Leave</i>
<i>2419</i>	<i>School Threat Assessment Teams</i>	<i>2419</i>	<i>School Threat Assessment Teams</i>
<i>5512</i>	<i>Harrassment, Intimidation or Bullying</i>		

**Action item 24-FFP-25:**

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

<b><i>Policy #</i></b>	<b><i>Title</i></b>	<b><i>Regulation #</i></b>	<b><i>Title</i></b>
<i>2270</i>	<i>Religion in the Schools</i>		
<i>3161</i>	<i>Examination for Cause</i>		
<i>3212</i>	<i>Attendance (M)</i>	<i>3212</i>	<i>Attendance (M)</i>
<i>3324</i>	<i>Right of Privacy</i>		
<i>3432</i>	<i>Sick Leave - Abolished</i>	<i>3432</i>	<i>Sick Leave - Abolished</i>

4161	Examination for Cause		
4212	Attendance (M)	4212	Attendance
4324	Right of Privacy		
4432	Sick Leave - Abolished	4432	Sick Leave - Abolished
5111	Eligibility of Resident/Non Resident Students (M)	5111	Eligibility of Resident/Non Resident Students (M)
5116	Education of Homeless Children and Youth	5116	Education of Homeless Children and Youth
5460.02	Bridge Year Pilot Program (Abolished)	5460.02	Bridge Year Pilot Program (Abolished)
8500	Food Services (M)		
8540	School Nutrition Services (Abolished)		
8550	Meal Charges/Outstanding Food Service Bill (Abolished)		

**Action item 24-FFP-26: - Tabled**

**BE IT RESOLVED** that the Board of Education hereby approves the I&RS Manual as attached for the 2023/2024 school year.

**Motion for Action Items 24-FFP-20 through 24-FFP-25:**

**Motion by: B. Valliere, Second by J. Carruthers. The resolution is adopted by the Board on a roll call vote as follows: 5 ayes, 0 nay, 0 Abstain.**

FFP Discussion:

Discussion on the Nursing Services Plan

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

**Action Items 24-PNCC-03:**

**Action Item 24-PNCC-03:**

**BE IT RESOLVED** that the Board of Education hereby approves Doug Smith as Substitute Custodian pending criminal background check at the rate of \$20 per hour for the 2023/2024 school year.

***Motion by: D. Abeles, Second by B. Valliere. The resolution is adopted by the Board on a roll call vote as follows: 4 ayes, 0 nay, 1 Abstain.***

***PNCC Discussion:***

PNCC Discussion:

Discussion on the need for part time and substitute custodians.

***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.*

Marlene Baldinger commented on the Clinton Public School Back to School Night and how pleased she is with the teachers and Administration there. She also offered to send information home to families about teens from her Temple offering tutoring for younger students.

***NEW BUSINESS:***

The request was made to reach out to the LBEA to begin the negotiations process for the next bargaining agreement.

***ADJOURNMENT:***

***Action Item 24-AD-03:***

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

*Motion by B. Valliere, Second by D. Abeles. The motion is adopted by the full membership of the Board at 7:47 pm.*

*Respectfully Submitted:*

---

Patricia Duell  
School Business Administrator/Board Secretary

Minutes prepared: October 5, 2023  
Minutes remain unofficial until formally approved by the Board.

---

Daniel Elwell  
President

---

Date