

**LEBANON BOROUGH SCHOOL DISTRICT**  
**Board of Education**  
**Regular Business Meeting Agenda**  
**September 7, 2021 6:30 pm**  
**Lebanon Borough School Library**

*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 a public notice on September 2, 2021:*

- 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*

**District Administrators:**

*Mr. 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:**

*Mr. Elwell expressed gratitude to the whole community for handling the COVID pandemic for another school year. We have seen a smooth transition to opening for a full day and don't have the angry parents and protests over masks that other communities are having.*

**REPORT OF THE CHIEF SCHOOL ADMINISTRATOR**

Attached

**CSA Discussion:**

Discussion included the following topics:

- Back to school night – in person or virtual
- IEP Meetings – in person or virtual
- 5<sup>th</sup> grade leave replacement position
- COVID trends and predictions/PPE & plan for virtual instruction
- Building maintenance in regard to the recent tropical storm

***POLICY REVIEW-Second Reading***

<i>Policy #</i>	<i>Title</i>	<i>Regulation #</i>	<i>Title</i>
0131	<i>Bylaws, Policies and Regulations</i>		
1521	<i>Educational Improvement Plans (M-Abolished)</i>		
1649	<i>Federal Families First Coronavirus Response Act (M-Abolished)</i>		
2421	<i>Career and Technical Education</i>		
3134	<i>Assignment of Extra Duties</i>		
3142	<i>Nonrenewal of non-tenured teaching members</i>	3142	<i>Nonrenewal of non-tenured teaching members</i>
3221	<i>Evaluation of Teachers (M)</i>	3221	<i>Evaluation of Teachers (M)</i>
3222	<i>Evaluation of teaching staff members excluding teachers and administrators (M)</i>	3222	<i>Evaluation of teaching staff members excluding teachers and administrators (M)</i>
4146	<i>Nonrenewal of non-tenured support staff member (M)</i>	4146	<i>Nonrenewal of non-tenured support staff member (M)</i>
6471	<i>School District Travel (M)</i>	6471	<i>School District Travel (M)</i>

***Report of the School Business Administrator:***

***Informational:*** The next meeting is Tuesday October 5, 2021 at 6:30 pm

**Audit** - Auditors were here from August 16<sup>th</sup> – 20<sup>th</sup> and all went well. We ended up with \$163,598.72 to put into reserve accounts at the end of the year. The final June 30<sup>th</sup> Board Secretary Reports are listed for approval tonight.

**Fire Doors** – The doors at the top and bottom of the stairs have finally arrived and been installed. We have passed our fire inspection now that they have been finished.

**Books to Ghana** – we have about 65 boxes of books ready to be shipped off. I'm awaiting shipping information and they will be sent as soon as I get that.

**ACTION ITEMS 22-BA-06 THROUGH 21-BA-10:**

**Action 22-BA-06:**

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

**Minutes: Regular Session**

**July 26, 2021**

**Action 22-BA-07:**

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

**June 30, 2021 (Audited)**

**July 31, 2021**

**Action 22-BA-08:**

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

**June 30, 2021 (Audited)**

**July 31, 2021**

**Action 22-BA-09:**

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

**June 30, 2021 (Audited)**

**July 31, 2021**

**Action 22-BA-10:**

**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:***

***June 30, 2021 (Audited)***

***July 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-06 through 22-BA-10:***

Motion by J. Carruthers, Second by D. Nugent. The Board adopts the resolutions on a roll call vote as follows: 4 ayes, 0 no, 0 Abstain.

***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.*

No Public Comment

**FACILITY/FINANCE/POLICY:*****Action Items 22-FFP-8 through 21-FFP-17:*****Action item 22-FFP-08:**

***BE IT RESOLVED*** that the Board of Education hereby approves the **payment of bills** for the period ending **September 2, 2021 in the amount of \$ 289,897.74 .**

**Action item 22-FFP-09:**

***BE IT RESOLVED*** that the Board of Education hereby **approves the transfer not to exceed \$63,598.72 to the Maintenance reserve account from the 2020/2021 school year budget.**

**Action item 22-FFP-10:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the **non-public transportation reimbursement from the 2020/2021 school year in the amount of \$1,160.00.**

**Action item 21-FFP-11:**

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

<i>Policy #</i>	<i>Title</i>	<i>Regulation #</i>	<i>Title</i>
<i>0131</i>	<i>Bylaws, Policies and Regulations</i>		
<i>1521</i>	<i>Educational Improvement Plans (M-Abolished)</i>		

1649	<i>Federal Families First Coronavirus Response Act (M-Abolished)</i>		
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6471	<i>School District Travel (M)</i>	6471	<i>School District Travel (M)</i>

**Action item 22-FFP-12:**

**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.

<b>Employee/Board Member:</b>	<b>Program / Location</b>	<b>Date:</b>	<b>Cost:</b>	<b>Mileage:</b>	<b>Lodging/Meals:</b>
B. Arcurio	Supt. Roundtable Meetings Frenchtown NJ	9/17/2021 11/12/2021 12/10/2021 1/7/2022 2/4/2022 3/4/2022 4/8/2022 5/13/2022	N/A	OMB	N/A

		6/3/2022			
<i>B. Arcurio</i>	<i>Special Education Director's meetings Flemington NJ</i>	<i>9/14/2021 10/12/2021 11/9/2021 12/14/2021 1/11/2022 2/15/2022 3/8/2022 4/12/2022 5/10/2022 6/14/2022</i>	<i>NA</i>	<i>OMB</i>	<i>N/A</i>
<i>T. Duell</i>	<i>Hunterdon Warren ASBO Meetings Asbury NJ</i>	<i>9/15/2021 10/20/2021 11/17/2021 12/15/2021 1/19/2022 2/16/2022 3/23/2022 4/27/2022 5/18/2022 6/??/2022</i>	<i>N/A</i>	<i>OMB</i>	<i>OMB</i>
<i>B. Arcurio</i>	<i>NJ ASA Supt. Conference Shawnee PA</i>	<i>10/7 – 8/2021</i>	<i>N/A</i>	<i>OMB</i>	<i>\$195.00</i>

**Action item 22-FFP-13:**

**BE IT RESOLVED** that the Board of Education hereby approves the **transportation jointure with the Clinton Township Public School District** for the transportation of 8<sup>th</sup> grade students to the Clinton Township Middle School in the amount of \$11,250 for the 2021/2022 school year.

**Action item 22-FFP-14:**

**BE IT RESOLVED** that the Board of Education hereby approves the Hunterdon County ESC for **transportation to the Clinton Public School** and field trip transportation as needed for the 2021/2022 school year.

**Action item 22-FFP-15:**

**BE IT RESOLVED** that the Board of Education hereby approves the following **statements of assurances** for the 2021/2022 school year:

- Professional development Plan*
- Mentoring Plan*
- Lead Testing*
- Use of Paraprofessional Staff*

*Comprehensive Equity Plan***Action item 22-FFP-16:**

**BE IT RESOLVED** that the Board of Education hereby approves of the sale of 2 used projectors to the Califon Public School in the amount of \$150.00.

**Action item 22-FFP-17:**

**BE IT RESOLVED** that the Board of Education hereby approves the submission of the **school self-assessment for HIB grades** under the Anti-Bullying Bill of rights for the period July 1, 2020 through June 30, 2021.

***Motion for Action Items 22-FFP-08 through 21-FFP-17:***

Motion by D. Abeles, Second by J. Carruthers. The Board adopts the resolutions on a roll call vote as follows: 4 ayes, 0 no, 0 Abstain.

***FFP Discussion:***

Discussion on transportation to Clinton Public School, and facebook comments related to discipline issues on the bus.

Discussion about selling old technology equipment

***RECOGNITION OF PUBLIC:***

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

*Sussanah Abeles thanked the Board and Mr. Arcurio for opening school and having a fun full day again.*

***NEW BUSINESS:***

*Discussion about live streaming or recording board meetings in the future.*

*Discussion on having a local business discount card as a fund raiser.*

*Discussion on contracted service providers.*

***PERSONNEL/NEGOTIATIONS/CURRICULUM/COMMUNICATIONS:******Action Items 22-PNCC-05 through 21-PNCC-07:*****Action Item 21-PNCC-05:**

**BE IT RESOLVED** that the Board of Education hereby approves the following employees to provide home instruction services as needed for the 2021/2022 school year:

*Amy Adamaitis  
Jennifer Walsh*

*Yvette Corradi  
Lauren Baldoni*

*Joyce Petty  
Tammi Sarnoski*

*Mayan Barkel*

*Suzanne Lawn*

*Diane Dulovich*

**Action Item 22-PNCC-06:**

**BE IT RESOLVED** that the Board of Education hereby authorizes the Chief School Administrator to hire a 5<sup>th</sup> grade long term leave replacement at the per diem rate at BA Step 1 for the immediate hire through December 23, 2021. Formal approval to follow at the next regularly scheduled business meeting.

**Action Item 22-PNCC-07:**

**BE IT RESOLVED** that the Board of Education hereby approves the payment for 2 hours at her 21/22 hourly rate Mayan Barkel for student testing/Spanish translation.

**Motion for Action Items 22-PNCC-05 through 22-PNCC-07:**

Motion by J. Carruthers, Second by D. Abeles. The Board adopts the resolutions on a roll call vote as follows: 4 ayes, 0 no, 0 Abstain.

**ADJOURNMENT:**

**Action Item 22-AD-02:**

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

**The resolution was adopted by the full membership of board at 7:32 pm**

**Respectfully Submitted:**

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Patricia Duell, Board Secretary/School Business Administrator

Minutes Prepared: 9/8/2021

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Daniel Elwell, Board President

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Date