Andover Regional Board of Education Regular Meeting – June 23, 2020

The Andover Regional Board of Education of the Borough of Andover and Township of Andover convened a regular meeting on Tuesday, June 23, 2020 at 7:30 p.m. (rescheduled for 8:30pm due to technical difficulties with technology) via Zoom and Live stream on Zoom.

Attendance:

Present: Ms. Vincenia Annuzzi, Mrs. Rebecca Bearden, Mrs. Jessica Brennan, Mr. Daniel Cruz, Mrs. Maria Dunbar, Mrs. Colleen Figueiredo, Mr. Steven Minnick, Mr. William Porter and Dr. Robert Koroski

Also Present: Mr. Dennis Tobin, Interim Superintendent
Ms. Nicole Sylvester, School Business Administrator/Board Secretary
35 members of the public and staff

Not Present: None

I. INTRODUCTORY ITEMS

President Koroski called the meeting to order at 8:30 p.m.

Pledge of Allegiance: Dr. Koroski led the flag salute.

Mission Statement: Dr. Koroski read the mission statement:

Andover Regional Schools prepare students to successfully meet the challenges of today and tomorrow by fostering a love of learning. Our safe, supportive, and stimulating environment encourages students to reach their full potential. It is an expectation that all students shall achieve the New Jersey Core Curriculum Content Standards at all grade levels. In Andover Regional, every child catches the learning spirit!

Public Meeting Notice: President Koroski read the following public meeting notice:

"The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is either discussed or acted upon. The Board has fully complied with the notice requirements by advertising in the New Jersey Herald, posting publicly and by notifying the municipal clerk of the date, time and place of the meeting."

II. EXECUTIVE SESSION: None at this time.

III. PRESENTATION(S):

- Superintendent Roundtable Award recipient Emma Karr was presented by Mr. Tobin.

IV. APPROVAL OF MINUTES:

Mr. Minnick moved and Mrs. Figueiredo seconded, that the Andover Regional Board of Education approve the minutes of the following Board of Education meeting, as recommended by the Superintendent of Schools.

May 12, 2020 Regular Minutes

Roll Call Vote:

Yes: Mrs. Brennan, Mrs. Dunbar, Mrs. Figueiredo, Mr. Minnick, Mr. Porter and Dr. Koroski

No: None

Abstain: Ms. Annuzzi, Mrs. Bearden and Mr. Cruz

V. COMMITTEE REPORTS:

Board Committees:

Personnel/Policy	**Finance/Operations**	**Curriculum/Instruction**
Dr. Koroski (Chair)	Ms. Annuzzi (Chair)	Mrs. Brennan (Chair)
Mr. Cruz	Mrs. Bearden	Mrs. Dunbar
Mr. Porter	Mr. Minnick	Mrs. Figueiredo

Special Committees/Ad Hoc Assignments:

WHAT	DELEGATE	ALTERNATE(s)
Sussex County School Boards Association	Dan Cruz	Will Porter
NJSBA Delegate Assembly	Steve Minnick	Maria Dunbar
Newton Board of Education Rep.	Jessica Brennan	Rob Koroski
Sussex County Educational Services	Colleen Figueiredo	Maria Dunbar
Andover Regional Education Foundation	Rebecca Bearden	Maria Dunbar
Andover Regional Parent Teacher Association	Colleen Figueiredo	Rob Koroski
Township Liaison	Vincenia Annuzzi	Will Porter
Negotiations	Rob Koroski Rebecca Bearden Daniel Cruz Vincenia Annuzzi	
QSAC Committee	Rob Koroski	Jessica Brennan
Sick Bank	Rob Koroski Rebecca Bearden Daniel Cruz	

Dr. Koroski gave his report on Personnel/Policy which included the additional year of Mr. Tobin's Inerim Superintendent contract, a resignation from Mrs. Molinet, 7 new hires and funding through ESEA.

Ms. Annuzi gave her report on Finance/Operations which included the reopening of school/COVID-19 updates, two roof projects which are almost complete and the solar panel update which included annual savings of approximately $23,000.

Mrs. Brennan gave her report on Curriculum/Instruction which included adding a paraprofessional to the 2nd Kindergarten class, the health related school closure plan update, reopening committee, curriculum writing, the one school one book initiative, 4th grade virtual clap out and 8th grade virtual graduation ceremony which was a great success!

Mrs. Figueiredo reported that the PTA officers are holding their positions for now but are looking for new officers as their terms expired. She encouraged all to participate or volunteer so the PTA is not disbanded.

Tri-District Committee:
Mr. Dennis Tobin, Interim Superintendent
Ms. Nicole Sylvester, Board Secretary
Dr. Rob Koroski, Board President
Mrs. Jessica Brennan, Board VP/Newton Board Representative

VI. SUPERINTENDENT REPORT:

A. Mr. Tobin reported on the 2019-2020 Health Related School Closure Plan Update which included a resubmission of the plan with updates needed to meet more detailed requirements from DOE.
B. Mr. Tobin reported on the 2020-2021 Reopening of School Committee/Health Related School Preparedness Plan.
C. Mr. Tobin reported on the monthly HIB Report.

Mr. Porter moved and Mr. Minnick seconded, that the Andover Regional Board of Education

approve the resolution below as presented:

Resolve that the Board of Education accepts the attached HIB Report beginning May 7, 2020 and ending June 16, 2020.

Roll Call Vote:

Yes: Ms. Annuzzi, Mrs. Bearden, Mrs. Brennan, Mr. Cruz, Mrs. Dunbar, Mrs. Figueiredo, Mr. Minnick, Mr. Porter and Dr. Koroski

No: None

Abstain: None

B. Curriculum, Instruction & Assessment: Listed below is the report from **Jennifer Reynolds,** Coordinator of Curriculum, Instruction and Assessment.

- Continue to meet formally and informally with administrative team regarding operations, virtual learning, and reopening plan for 20-21
- Continue collaborations with Tri-District partners and other local schools regarding curriculum initiatives and reopening plans
- Working with the Sussex County Curriculum Consortium, NJPSA, FEA, NJDOE, and Garden State Equality to bring four virtual learning webinars to the county for the month of July. Topics include the new NJSLA framework and Implementation Schedule, A Deeper Dive into the standards and methods for Implementation, the CAR plan for ELA/Math Instruction, and planning for the new LGBTQ+/Disabilities Legislation
- Meeting with curriculum representatives from Sussex County to discuss reopening plans
- Worked with the administrative team to prioritize Title Funding allocations for the 20-21 school year
- Attended a 20-21 ESSA planning meeting with the state
- Completing the 20-21 Title 1 ESSA grant application
- Surveyed staff regarding necessary digitally programming moving forward in the 20-21 school year based upon virtual learning
- Worked closely with literacy consultant to map out the plan for the 20-21 school year
- Held two virtual literacy PD workshops for ELA staff with our literacy consultant to map out the first three weeks of reading instruction for the 20-21 school year
- Organized and prepared for our One School, One Book reading initiative for FMB and LPS schools
- Worked with Mrs. Mizelle, Mrs. Ross, and the kindergarten team to make improvements to kindergarten programming
- Working with staff members on summer curriculum revisions

- Worked with administrative team to interview and hire quality candidates for vacancies
- Participated in an NJPSA leadership roundtable reopening meeting

C. Technology Report: Listed below is a report from Joseph DeLuca, Technology/Network Systems Administrator.

- Replaced the district's firewall with one more suited for education. This benefits us by providing more robust web filtering and increases the district's internet speeds to 1GB/s as our previous firewall was restricting us to 250MB/s. This change saves the district $1,380 annually.
- Switched our Touchpoint time clocks to badge scanning and removed the Identimetrics biometrics fingerprint scanners saving the district $900 annually. The badge scanners should produce a more consistent successful scan than the biometric scanners.
- Redesigned district WiFi networks for better management and security.

D. Child Study Team Report: The updates below regarding the District CST and Special Services are prepared by **Suzanne Ross**, Supervisor of Special Services/LDTC.

- In **May 2020** the following meetings were held:
  * New Preschool Referral: 1
  * New Referrals: CST 0, Speech 0
  * Annual Reviews: CST 20, Speech 1
  * Eligibility Meetings: CST 3, Speech 0
  * Transfer out of district: CST 0
  * Transfer into district: CST 0
  * Declassified: CST 0, Speech 1
  * Newly Classified CST 1, Speech 0
  * Other meetings: CST 2, Speech 0
  * **Total number of IEPs**: **CST** 83, **Speech** 11 = **(94)**
  * **Total number of RTI Speech Action Plans = (19)**

- The members of the CST and related services are maintaining ongoing collaboration with all aspects of student programs and services. Team members and related service providers continue to work with teachers regarding classroom and student specific strategies, to better meet student/family needs.
- Ongoing meetings with the administrative team regarding operations and the district's current and future Virtual Learning Plan.
- Ongoing collaboration with County, State,and tri district schools in regards to future educational planning for students.

- Teletherapy services continue to be offered to students whose parents have expressed an interest in their child's(ren) participation.
- Completion and submission of the 20-21 IDEA grant application
- The CST continues to plan for ESY 2020 & the 2020/2021 school year. Due to the current status of education, plans for remote ESY remain in the process, until further directives are received.
- Ongoing monitoring of paraprofessional responsibilities and engagement in PD opportunities, using a distance learning model.

E. Suspension/HIB Reports from Florence M. Burd and Long Pond schools.

F. Principal's Reports from Cindy Mizelle and Bryan Fleming are attached.

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Ms. Sylvester reported that she is looking into funding reimbursement up to 75% through FEMA for certain covered PPE equipment for staff.

VIII. PUBLIC PARTICIPATION ON AGENDA ITEMS: None at this time.

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Cruz stated that he as happy Mr. Tobin was with us for another year, discussion ensued.

Mrs. Brennan moved and Mrs. Figueiredo seconded, that the Andover Regional Board of Education approve resolutions #1-34 as presented:

1. **Interim Superintendent of Schools Contract:** Approve the attached contract of Dennis Tobin, Interim Superintendent of Schools at a daily rate of $650 per day worked, from July 1, 2020 through June 30, 2021 as approved by the Sussex County Executive County Superintendent.

2. **RTI Assessment Planning**: Approve the following to conduct RTI student assessment planning at their per diem rates during the summer of 2020, as recommended by the Superintendent of Schools.

Tammy Antonucci	2 Days	per diem rate*
Jessica Hubble	2 Days	per diem rate*

* Salary/per diem rate may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE.

3. **RTI Summer Guided Reading Program**: Approve the following for continuing with the Guided Reading Groups for RTI students from July 6 through July 31, 2020, $50/hr for up to 2.5 hours per day not to exceed $2500, as recommended by the Superintendent of Schools.

Tammy Antonucci	FMB
Jessica Hubble	FMB

4. **RTI Summer Guided Reading Program**: Approve the following for continuing with ELA Strategy groups and individual student conferences July 6 through July 31, 2020, $50/hr for up to 1.5 hours per day not to exceed $1500, as recommended by the Superintendent of Schools.

Rebecca Morrel	LPS

5. **Long Pond School RTI Coordinator Payment for 2019-2020 School Year:** Approve payment of $5,000 (paid from ESEA - Title I grant) to Rebecca Morrell, Response To Intervention (RTI) Coordinator, for 2019-2020 school year completion, as recommended by Superintendent of Schools.

6. **Long Pond School RTI Coordinator Payment for 2019-2020 School Year:** Approve payment of $5,000 (paid from ESEA - Title I grant) to Nancy Molinet, Response To Intervention (RTI) Coordinator, for 2019-2020 school year completion, as recommended by Superintendent of Schools.

7. **Resignation**: Approve and accept with best wishes the resignation of Nancy Molinet, Teacher, effective June 17, 2020, with her last day in the district of June 17, as recommended by the Superintendent of Schools.

8. **New Hire - School Social Worker:** Approve Allison McCurry as School Social Worker effective July 1, 2020 (summer days), September 1, 2020 through June 30, 2021 (10-month contract) MA Step 1 at a salary of $61, 435 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

9. **School Social Worker Summer Days:** Approve 10 summer 2020 days for school social worker for case management at her per diem rate, as recommended by the Superintendent of Schools:

10. **New Hire - Spanish/ELL Teacher:** Approve Marianela Torres as Spanish/ELL teacher effective September 1, 2020 through June 30, 2021 BA 15 Step 1 at a salary of $58,035 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

11. **New Hire - Music Teacher:** Approve Tom Carle as Music teacher effective September 1, 2020 through June 30, 2021 MA Step 1 at a salary of $61,435 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

12. **New Hire - Media Specialist Teacher:** Approve Kara Hauptly as part-time (80%) FMB Media Specialist teacher effective September 1, 2020 - June 30, 2021 at BA 30 Step 2 with a salary of $48,435 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

13. **New Hire - Occupational Therapist:** Approve Nicole Spaldo as Occupational Therapist with

start date of October 1, 2020 through June 30, 2021 at MA Step 7, at a prorated salary of $69,840. (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

14. **Leave Replacement Teacher**: Approve Jennifer Bogert as leave replacement teacher for employee #756 effective September 1, 2020 through June 30, 2021, BA Step 1 at a salary of $56,385.00, waiving 60 days sub pay-Policy #3125.2, (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE), as recommended by the Superintendent of Schools.

15. **New Hire - Special Education Teacher**: Approve Stephanie Oberg as Special Education teacher, effective September 1, 2020 through June 30, 2021, BA Step 3 at a salary of $59,142.00 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

16. **Mentoring**: Approve the following as per NJDOE Provisional Teacher Process requirements, with the mentoring fee of $55.00 per month to be paid through the Andover Regional Board of Education, as recommended by the Superintendent of Schools.

Mentee	**Mentor**	**Payment**	**Weeks**
Katelyn Harodetsky Music Provisional Teacher	Jill Granholm Teacher	$55.00/Month	April 28, 2020 - June 17, 2020

17. **Amend and Re-approval of Employee Salaries**: Amend and approve the corrected salaries below to supersede the May 12, 2020 Board resolution, as recommended by the Superintendent of Schools.

Employee	***May 12, 2020 Salary/Step***	***Corrected Salary***
Melinda Housby	*$57,469*	*$49,969*
Elizabeth Skoldberg	*$70,040- BA15-9*	*$69,190- BA15-8*

18. **Certified Staff Assignments 2020-2021**: Approve staff positions as attached for the 2020-2021 school year, as recommended by the Superintendent of Schools.

19. **2020 Extended School Year Teachers:** Approve the following as Teachers for the Extended School Year for the period July 6, 2020 - July 31, 2020, for the hours/days listed below at a rate of $50.00 per hour for a total salary listed, as recommended by the Superintendent of Schools.

Leo LaBarge	3/hrs./day	20 days	$3,000
Kim Rosselli	3/hrs./day	20 days	$3,000
Katie Nosti	3/hrs./day	20 days	$3,000
Stephanie Posser	3/hrs./day	20 days	$3,000
Claire Serratelli	3/hrs./day	20 days	$3,000
Alyssa Maxwell	3/hrs/day	20 days	$3,000
Marianne Whitaker	3/hrs./day	20 days	$3,000
Kristen Brady	3/hrs/day	20 days	$3,000

20. **2020 Extended School Year ParaProfessionals:** Approve the following as ParaProfessionals for the Extended School Year for the period July 6, 2020 - July 31, 2020,, for the hours/days listed below at a rate of $20.00 per hour for a total salary listed, as recommended by the Superintendent of Schools.

Kim Clark	Up to 3/hrs./day	20 days	$1,200
Marianne Nichols	Up to 3/hrs./day	20 days	$1,200
Jennie Pike	Up to 3/hrs./day	20 days	$1,200
Nadine Murphy	Up to 3/hrs./day	20 days	$1,200
Lisa Sumski	Up to 3/hrs./day	20 days	$1,200
Tracy Walker	Up to 3/hrs./day	20 days	$1,200
Marianne Nichols	Up to 3/hrs./day	20 days	$1,200

21. **2020 Extended School Year Speech/Language Therapist:** Approve the following as Speech/Language Therapist for the Extended School Year as needed during the period July 6, 2020 - July 31, 2020, for the hours/days as determined by need at a rate of $50.00/hour, as recommended by the Superintendent of Schools.

Jennifer Pepe	3/hrs./day	20 days	$3,000
Cary Cotto	TBD based on need	20 days	Not to exceed $3,000

22. **Special Project Stipend:** Approve the achievement and payment of $1,179.12 contractual stipend for Cindy Mizelle, FMB Principal, for RTI Tier 1 Data Stategies/Special Project at FMB School for the 2019-2020 school year, as recommended by the Superintendent of Schools.

23. **Special Project Stipend:** Approve the achievement and payment of $1,179.12 contractual stipend for Cindy Mizelle, FMB Principal, for the Wellness Committee & Program/Special Project at FMB School for the 2019-2020 school year, as recommended by the Superintendent of Schools.

24. **Special Project Stipend:** Approve the achievement and payment of $997.12 contractual stipend for Jennifer Reynolds, Coordinator of Curric.,Instruction & Asses., for her service as Curriculum & Instruction Board Committee Chairperson/Special Project for the 2019-2020 school year, as recommended by the Superintendent of Schools.

25. **Special Project Stipend:** Approve the achievement and payment of $997.12 contractual stipend for Jennifer Reynolds, Coordinator of Curric.,Instruction & Asses., for the LPS Data Warehouse Creation/Special Project for the 2019-2020 school year, as recommended by the Superintendent of Schools.

26. **Special Project Stipend:** Approve the achievement and payment of $1,236.64 contractual stipend for Bryan Fleming, LPS Principal, for the Sustainable NJ School Bronze Level/Special Project at Long Pond School for the 2019-2020 school year, as recommended by the Superintendent of Schools.

27. **Special Project Stipend:** Approve the achievement and payment of $1,236.64 contractual stipend for Bryan Fleming, LPS Principal, for the Wellness Committee & Program/Special Project at Long Pond School during 2019-2020 school year, as recommended by the Superintendent of Schools.

28. **Special Project Stipend:** Approve the achievement and payment of $947.66 contractual stipend for Suzanne Ross, Supervisor of Special Education/LDTC., for the Community Based Instruction Program/Special Project for the 2019-2020 school year, as recommended by the Superintendent of Schools.

29. **Special Project Stipend:** Approve the achievement and payment of $947.66 contractual stipend for Suzanne Ross, Supervisor of Special Education/LDTC., for the District Substitute Manual Creation/Special Project for the 2019-2020 school year, as recommended by the Superintendent of Schools.

30. **Curriculum Writing**: Approve the following to write curriculum to be completed by June 30, 2020, as recommended by the Superintendent of Schools.

Math Grade K Math Grade 3 Math Grade 5	Deb Jennings Jeni Moriarty James Hasten	$50.00 an hour not to exceed 24 hours and not to exceed $1,200

Music Grades 5-8	Jill Granholm	$50.00 an hour not to exceed 12 hours and not to exceed $600
Science Grades 5 & 7 Science Grades 6 & 8	David Petersen Darice Myers	$50.00 an hour not to exceed 12 hours and not to exceed $600

31. **District NJQSAC Committee**: Approve the following members of the QSAC Committee for the 2020-2021 School Year, as recommended by the Superintendent of Schools:

Dennis Tobin, Interim Superintendent
Bryan Fleming, LPS Principal
Cindy Mizelle, FMB Principal
Suzanne Ross, Supervisor of Sp. Svcs./LDTC
Darice Meyers, LPS Teacher/AREA Representative
Nicole Sylvester, Business Administrator
Nicole Smith, FMB Teacher
Gina Kithcart, Parent
Jenn Reynolds, Coord. of Curric. & Instruction & Assess.
Rob Koroski, Board of Education Member
Jessica Brennan, Board of Education Member, Alternative

32. **ParaProfessional Staff for 2020-2021 School Year**: Approve the following Paraprofessional staff members for the 2020-2021 school year, as recommended by the Superintendent of Schools.

Paraprofessionals for 2020-2021 School Year

NAME	SCHOOL	ASSIGNMENT	HOURS	STEP	SALARY
Artrip, Patricia	TBD	TBD	TBD	TBD	TBD
Callaghan, Sherri	TBD	TBD	TBD	TBD	TBD
Clark, Kimberly	TBD	TBD	TBD	TBD	TBD
Conroy, Rebecca	TBD	TBD	TBD	TBD	TBD
Cooke, Elaina	TBD	TBD	TBD	TBD	TBD

Coston, Candice	TBD	TBD	TBD	TBD	TBD
D'Angelo, Audrey	TBD	TBD	TBD	TBD	TBD
Dlugos, Aimee	TBD	TBD	TBD	TBD	TBD
Goldberg, Kathleen	TBD	TBD	TBD	TBD	TBD
Harding, Caroline	TBD	TBD	TBD	TBD	TBD
Magarino, Lauren	TBD	TBD	TBD	TBD	TBD
Murphy, Nadine	TBD	TBD	TBD	TBD	TBD
Nichols, Marianne	TBD	TBD	TBD	TBD	TBD
Pike, Jennie	TBD	TBD	TBD	TBD	TBD
Potter, Cindy	TBD	TBD	TBD	TBD	TBD
Sica, Natasha	TBD	TBD	TBD	TBD	TBD
Sternecker, Monika	TBD	TBD	TBD	TBD	TBD
Sumski, Lisa	TBD	TBD	TBD	TBD	TBD
Walker, Tracey	TBD	TBD	TBD	TBD	TBD
Williams, Lori	TBD	TBD	TBD	TBD	TBD
Zuber, Patricia	TBD	TBD	TBD	TBD	TBD

33. **Long Pond School RTI Coordinators for 2020-2021 School Year:** Approve two Response To Intervention (RTI) Coordinators for 2020-2021 school year at the Long Pond School at a stipend of $3,500 each to be paid from ESEA- Title I grant, as recommended by Superintendent of Schools.

34. **Mentoring**: Approve the following as per NJDOE Provisional Teacher Process requirements,

with the mentoring fee of $55.00 per month to be paid through the Andover Regional Board of Education, as recommended by the Superintendent of Schools.

Mentee	Mentor	Payment	Weeks
Rebecca Tooker Provisional Teacher	Mariann Lazur Whitaker, Teacher	$55.00/Month	November 21, 2019 - June 17, 2020

Roll Call Vote:

Yes: Ms. Annuzzi, Mrs. Bearden, Mrs. Brennan, Mr. Cruz, Mrs. Dunbar, Mrs. Figueiredo, Mr. Minnick, Mr. Porter and Dr. Koroski

No: None

Abstain: None

B. FINANCE/OPERATIONS:

Mrs. Brennan asked if it was okay to approve resolutions #26 & #27 since they were regarding transportation and we were unsure how transportation will work for next year. Discussion ensued.

Mr. Minnick moved and Mrs. Brennan seconded, that the Andover Regional Board of Education approve resolutions #1-42 as presented:

1. **Report of the Treasurer**: Approve the audited financial reports from the Board Secretary and the Treasurer of School Monies for the month of May 2020 on file in the business office, as recommended by the Superintendent of Schools.

2. **Board Secretary's Certification and Report**: Accept the audited Board Secretary's certification pursuant to N.J.A.C. 6:20-2.12(d) that as of May 2020, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Andover Regional Board of Education pursuant to N.J.S.A. 18A:22-8 & 18A-22-8.1, as recommended by the Superintendent of Schools and Accept, pursuant to N.J.A.C. 6:23-2.1,

certification that, as of May 2020, after review of the Board Secretary's Financial Report, appropriations section, and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.12(C) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year, as recommended by the Superintendent of Schools.

3. **Bills List**: Approve/accept the Bills List from May 13, 2020 through June 23, 2020 for a total of $2,323,038.27 as recommended by the Superintendent of Schools.

4. **Petty Cash**: Approve/accept the Petty Cash Checking Account Report for May 2020, as recommended by the Superintendent of Schools.

5. **Transfers**: Approve/accept the Transfer Report for May 2020, as recommended by the Superintendent of Schools.

6. **Health Related School Closure Plan**: Approve the Andover Regional Health Related School Closure Plan attributed to the emergency school closures as a result of the COVID-19 health emergency, as recommended by the Superintendent of Schools.

7. **Renewal of Insurance Application:** Approve the renewal application for the New Jersey School Boards Association Insurance Group for the 2020-2021 school year for all coverage excluding medical, dental, and prescription, as recommended by the Superintendent of Schools.

8. **Renewal of Dental Coverage:** Approve the renewal of the Delta Dental coverage for all eligible employees at a rate of $120.59 per month, per employee for the 2020-2021 school year, as recommended by the Superintendent of Schools.

9. **LPS Roof Project Change Order:** Approve the change order for the LPS roof project in the amount of $62,000 (to be paid out of capital reserve) to remove and replace the existing roof system, drains, vent, curb flashings etc. as per change order document G701-2017, as recommended by the Superintendent of Schools.

10. **Building Use for 2020-2021 School Year**: Approve the following building use for the Long Pond and/or Florence M. Burd schools, as recommended by the Superintendent of Schools.

NAME OF ORGANIZATION	PURPOSE	DATE REQUESTED	INSURANCE CERTIFICATE	BUILDING
Andover Newton Basketball	Practices/ Games	October 2020- March 31, 2021	Current	LPS/FMB Gym
Newton United Soccer Club	Practice	June 22, 2020- August 28, 2020	Current	LPS Soccer Field

11. **Petty Cash for 2019-2020 School Year**: Approves the Business Administrator to be authorized to close the Business Office petty cash accounts as of June 30, 2020 and reopen the petty cash account Business Office accounts in the amount of $150 and $500 as of July 1, 2020, as recommended by the Superintendent of Schools.

12. **State Contract Purchases:** Approves that purchases using the following state contracts/cooperatives be approved for the 2020-2021 school year, as recommended by the Superintendent of Schools.

-Sourcewell
- Morris County Cooperative
- MRESC
- Hunderton County Cooperative

13. **Surplus Sale:** Approves the Business Administrator be authorized to conduct a sale of surplus furniture and technology equipment, as attached in accordance with Board policy, as recommended by the Superintendent of Schools.

14. **Lead Testing Program SOA:** Approve the 2019-2020 Lead Testing Program Statement of Assurance to be submitted, as recommended by the Superintendent of Schools.

15. **Increasing the Bid Threshold—Qualified Purchasing Agent:**

WHEREAS, Nicole Sylvester, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from $40,000 to **$44,000**, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the (Name of Board of Education), pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **$44,000** for the Board of Education, and further authorizes Nicole Sylvester,the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

16. **Donation from Sutherland Packaging:** Approve and thank Sutherland Packaging for the donation of 50 packing boxes to our district for teachers to pack up their classrooms, as recommended by the Superintendent of Schools.

17. **Transfer of 2019-2020 Surplus to Capital Reserve:** Approve the transfer of 2019-2020 surplus to the capital reserve account, as recommended by the Superintendent of Schools.

WHEREAS, NJSA **6A:23A-14.4 et seq** permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Andover Regional Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Andover Regional Board of Education has determined that up to $700,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Andover Regional Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

18. **Creating Tuition Reserve:** Approve the creation of the tuition reserve account funded by 2019-2020 surplus, as recommended by the Superintendent of Schools.

19. **Transfer of 2019-2020 Surplus to Tuition Reserve:** Approve the transfer of 2019-2020 surplus to the tuition reserve account, as recommended by the Superintendent of Schools.

WHEREAS, NJSA **6A:23A-14.4 et seq** permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Andover Regional Board of Education wishes to deposit anticipated current year surplus into a Tuition Reserve account at year end, and

WHEREAS, the Andover Regional Board of Education has determined that up to $398,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Andover Regional Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

20. **Cafeteria Account Funding**: Approve the transfer of $30,000 from the General Fund to the

Cafeteria account to fund monthly cafeteria expenditures and equipment repairs, recommended by the Superintendent of Schools.

21. **Spring Bus Evacuation Schedule**: Approve that the Spring 2020 bus evacuations were not performed due to the COVID-19 virus., as recommended by the Superintendent of Schools.

22. **CST Travel**: Approve travel to various out-of-district placements by Child Study Team members: Melissa VanBlarcom, Allison McCurry, Cary Cotto and Jennifer Pepe for the 2020-2021 school year, as recommended by the Superintendent of Schools.

23. **Participation in Joint Agreement:** Approve the following Resolution for Participation in Joint Transportation Agreement between Andover Regional Board of Education and the Sussex County Regional Transportation Cooperative for the upcoming 2020-2021 school year, as recommended by the Superintendent of Schools.

1) Special Education Transportation Resolution between Andover Regional Board of Education and the

Sussex County Regional Cooperative.

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation to special education, schools for the handicapped, and other students who have specialized and specific transportation needs along established routes to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.

NOW THEREFORE, BE IT RESOLVED by the Andover Regional Board of Education that pursuant hereto the President and Secretary of the Andover Regional Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the Andover Regional Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of special education, schools for the handicapped,

and other students who have specialized and specific transportation to specific destinations upon the following terms and conditions:

1. The Andover Regional Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the Andover Regional Board of Education's actual cost paid for transportation of special education, schools for the handicapped, and other students who have specialized and specific needs to specific destinations during the 2020-2021 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

4.0% Administrative Fees 07/31/20

(100% of estimated fees)

Initial Deposit 07/31/20

(20% of estimated charges)

20% of current annual charges 10/31/20

20% of current annual charges 12/31/20

20% of current annual charges 02/29/21

20% of current annual charges 04/30/21

June – plus or minus final adjustments

*All 2020-summer routes shall be billed upon completion of transportation

2. The Sussex County Regional Transportation Cooperative will provide the following services:

a. routes coordinated with other districts to attempt to achieve a maximum cost

reduction while maintaining a realistic capacity and travel time;

b. statements prepared on appropriate vouchers according to the above schedule

delineating costs per route;

c. computer print-outs of student lists for all routes coordinated by the Sussex County Regional Transportation Cooperative for ASSA reporting deadlines;

d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;

e. timely review and revision of routes;

f. provide transportation within three days or sooner after receipt of the formal written request;

g. timely submission of contracts, renewals or addenda to the county office for approval.

24. **Participation in Joint Agreement: Approve the following Resolution between Andover Regional Board of Education and the Sussex County Regional Cooperative for Public / Private School Transportation for the 2020-2021 School Year:**

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.

NOW THEREFORE, BE IT RESOLVED by the Andover Regional Board of Education that pursuant hereto the President and Secretary of the Andover Regional Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the Andover Regional Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of students to Public Schools and Private Schools to specific destinations upon the following terms and conditions:

1. The Andover Regional Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal two percent (2.0%) of the Andover Regional Board of Education's actual cost paid for transportation of Private and Public school students to specific destinations during the 2020-2021 school year, said sum to be paid as follows in each year during the term of this agreement or any

extension hereof.

25. **Participation in Joint Agreement: Approve the following Resolution between Andover Regional Board of Education and the Sussex County Regional Cooperative for Athletic Transportation, if needed, for the 2020-2021 School Year:**

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative

NOW THEREFORE, BE IT RESOLVED by the Andover Regional Board of Education that pursuant hereto the President and Secretary of the Andover Regional Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the Andover Regional Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of students to sporting events and field trip expeditions to specific destinations upon the following terms and conditions:

1. The Andover Regional Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the Andover Regional Board of Education's actual cost paid for transportation of students to sporting events and field trip expeditions to specific destinations during the 2020-2021 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

26. **Transportation Contract:** Approve the contract #P-04 between Cara Capela and the Andover Regional School District for the 2020-2021 school year for SID # 2016067024, as recommended by the Superintendent of Schools.

27. **First Student Transportation Contract:** Approve the renewal of Multi-year contract #1 with First Student, Inc. – Andover at a cost of $480,857.98 for the 2020-2021 school year, routes and costs as attached, as recommended by the Superintendent of Schools.

28. **Joint Transportation Agreement- Byram Elementary School:** Approve the Joint Transportation Agreement between Andover Regional School District and Byram School District for transportation of two choice students to Florence M. Burd School at a cost of $567.14 each, and a

total cost of $1,134.28 for the 2020-2021 school year on Andover Regional Route #9, as recommended by the Superintendent of Schools.

29. **Windsor School Tuition Contract:** Approve the annual tuition contract with Windsor School for student #4841234345 for September 2020- June 2021 at a cost of $73,800, as recommended by the Superintendent of Schools.

30. **Central Park School ESY Tuition Contract:** Approve the annual ESY tuition contract with Central Park School for student #2016067024 for July 2020- August 2020 at a cost of $4,200, as recommended by the Superintendent of Schools.

31. **Granite Phone Contract:** Approve the annual contract with Granite for phone services for the 2020-2021 school year, as recommended by the Superintendent of Schools.

32. **Tuition Contract with Green Township BOE:** Approve the annual tuition contract with Green Township Board of Education from January 16, 2020 through June 17, 2020 for 2019-2020 tuition to be paid to Andover Regional at a total cost of $12,155.85 for student #2674, as recommended by the Superintendent of Schools.

33. **Sussex County ESC Contract:** Approve the annual contract with Sussex County Educational Services Commission for child study team services and itinerant public school services, as needed, at various costs for the 2020-2021 school year, as recommended by the Superintendent of Schools.

34. **Allegro School Tuition Contract:** Approve the annual tuition contract with Allegro School for student #7061710408 for July 2020-June 2021 at a cost of $111,993, and a personal aide at a cost of $31,500 as recommended by the Superintendent of Schools.

35. **Tuition Contract with Newton:** Approve the tuition contract agreement with Newton School District for the 2020-2021 school year at a cost of $3,406,340, as recommended by the Superintendent of Schools.

36. **2020-2021 ESEA Grant:** Approves the following ESEA grant monies for the 2020-2021 school year:

Title I- A	Title II- A	Title III	Title IV Part A
$52,181	$12,099	$715	$10,000

*Note: Total funds for Title III will be included as part of a consortium with Hopatcong, Sparta, Stanhope and Vernon School Districts for a total to exceed $10,000.

37. **2020-2021 ESEA Grant:** Approve the participation in a Title III Consortium with Sparta, Stanhope, Vernon and Hopatcong School Districts with a total aggregate amount to exceed $10,000 as recommended by the Superintendent of Schools.

38. **2020-2021 IDEA Grant:** Approves the following IDEA grant monies for the 2020-2021 school year:

IDEA- Basic	IDEA- Preschool
$151,026	$6,834

39. **School Security Drills SOA**: Approve Andover Regional's School Security Drill Statement of Assurance for the 2019-2020 school year, as recommended by the Superintendent of Schools.

40. **Final 2020-2021 Food Prices Menu:** Approve the attached 2020-2021 Food prices, as recommended by the Superintendent of Schools.

41. **Tuition Reimbursement**: Approve the following tuition reimbursement, as recommended by the Superintendent of Schools:

Name	**Program**	**Credits**	**Location**	**Cost per Credit**	**Reimbursement Cost**	**Dates**
Erik Burneyko	HLTH 616 Techniques of Health Research	3	NJCU	$711.20	$2,134.20	Fall 2020
Irene Sincaglia	NUR5461 Advanced Pathophysiology	3	William Paterson University	$731.00	$2,193.00	Fall 2020
Irene Sincaglia	NUR6021 Nursing Research: Translational Science	3	William Paterson University	$731.00	$2,193.00	Fall 2020
Jeni Moriarty	DL5856 Project Based Learning: Create, Collaborate & Innovate	3	Augustana University		$449.00	Summer 11 2020
Jeni Moriarty	DL5078 Solving the Reading Puzzle: Using Assessment to Drive Intervention	3	Augustana University		$449.00	Summer 11 2020

42. **Blackboard Contract:** Approve the annual contract with Blackboard for website and content management system software along with web hosting, at a cost of $5,784.48, as recommended by the Superintendent of Schools.

Roll Call Vote:

Yes: Ms. Annuzzi, Mrs. Bearden, Mrs. Brennan, Mr. Cruz, Mrs. Dunbar, Mrs. Figueiredo, Mr. Minnick, Mr. Porter and Dr. Koroski

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

Mrs. Brennan moved and Mrs. Dunbar seconded, that the Andover Regional Board of Education approve resolutions #1-2 as presented:

1. **New Paraprofessional Kindergarten Position**: Approve newly created Kindergarten paraprofessional position for kindergarten classroom (due to increase in student enrollment) 2020-2021 school year, as recommended by the Superintendent of Schools.

2. **Professional Development Workshops:** Approve the following professional development, registration fees and mileage reimbursement, as recommended by the Superintendent of Schools.

Name	Program/Location	Date	Fees/Mileage
Tara Cotter	Teach Your Heart Out Virtual Conference	July 13 & 14, 2020	Registration: $65.00
Tara Cotter	Teach with Tech On Line Conference	July 27, 2020	Registration: $19.99

Roll Call Vote:

Yes: Ms. Annuzzi, Mrs. Bearden, Mrs. Brennan, Mr. Cruz, Mrs. Dunbar, Mrs. Figueiredo, Mr. Minnick, Mr. Porter and Dr. Koroski

No: None

Abstain: None

COMMUNICATIONS TO BOARD: None at this time.

OLD and NEW BUSINESS:

Dr. Koroski thanked the administration, staff and all involved with making the virtual learning possible as they did an exceptional job. He also commended everyone on the wonderful 8th grade virtual graduation. Dr. Koroski also thanked the AREA for delivery of signs to all 8th grade students.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. If the Board of Education chooses to respond, it does not waive its right thereafter not to respond. Members of the public are asked to state their name and address for the record.

- Mrs. Halteman said, "Thank you to Mr. Fleming for his communication with the parents and efforts of all involved to present the virtual graduation. It was very enjoyable and a fine send off."

EXECUTIVE SESSION: None at this time.

Adjournment: Mr. Cruz moved to adjourn the meeting, seconded by Mrs. Brennan and approved at 9:10 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,



Ms. Nicole Sylvester

Business Administrator/Board Secretary