Andover Regional Board of Education Regular Meeting – May 12, 2020

The Andover Regional Board of Education of the Borough of Andover and Township of Andover convened a regular meeting on Tuesday, May 12, 2020 at 7:30 p.m.via Zoom and Live stream on Zoom.

Attendance:

Present: Mrs. Jessica Brennan, 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
41 members of the public and staff

Not Present: Ms. Vincenia Annuzzi, Mrs. Rebecca Bearden and Mr. Daniel Cruz

I. INTRODUCTORY ITEMS

President Koroski called the meeting to order at 7:30 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 Student of the Year Presentation will be recognized at the June Board meeting.

IV. APPROVAL OF MINUTES:

Mrs. Brennan moved and Mr. Minnick 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.

April 28, 2020 Regular Minutes

Roll Call Vote:

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

No: None

Abstain: None

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 2020-2021 personnel renewals, school closure plan, summer programs, and policies.

Ms. Sylvester gave her report on Finance/Operations which included the personnel renewals for 2020-2021 budget, school closure plan, roof projects and stimulus checks.

Mrs. Brennan gave her report on Curriculum/Instruction which included the virtual reading workshop on May 13 & 14. She also said the District would be participating in the reading initiative, one school one book.

Dr. Koroski also stated there would be more negotiations updates at the June Board meeting.

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 updates to the Health Related School Closure Plan which includes approval by the County office by May 22nd. .
B. Mr. Tobin reported that the school would be closed for the remainder of the 2019-2020 school year and as of now there will be a virtual 8th grade graduation.
C. Mr. Tobin stated that each County has a 2020-2021 re-opening committee, and we will also have a District level committee for the reopening of school which will be comprised of administrators, staff, etc.
D. Mr. Tobin reported on the monthly HIB Report.

Mrs. Figueiredo 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 April 18, 2020 and ending May 6, 2020.

Roll Call Vote:

Yes: Mrs. Brennan, 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 and virtual learning
- Worked with administrative team and teachers to create modifications to our Virtual Learning Plan
- Continue with planned allocations of Title 1 funding
- Continue collaborations with Tri-District partners and other local schools
- Working with the Sussex County Curriculum Consortium, NJPSA, FEA, and NJDOE to bring a virtual learning webinar to Sussex County Schools
- Creating a school wide summer literacy initiative for both FMB and LPS
- Working with the administrative team on end of year event planning

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

- Continue to support Staff, Teacher, Parent, and Student technical needs remotely during home instruction.
- Deployed remote help utility https://andover.screenconnect.com/
- Organized, with Nicole Sylvester, a successful Youtube stream to publicly broadcast our board meetings.
- Met with our Tri-District Consortium Technology Committee to discuss current challenges and strategies.

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 **April 2020** the following meetings were held:
  * New Preschool Referral: 0
  * New Referrals: CST 0, Speech 0
  * Annual Reviews: CST 12, Speech 1
  * Eligibility Meetings: CST 4, Speech 1
  * Transfer out of district: CST 0
  * Transfer into district: CST 1
  * Declassified: CST 0, Speech 1
  * Newly Classified CST 1, Speech 0
  * Other meetings: CST 4, Speech 0
  * **Total number of IEPs**: **CST** 82, **Speech** 11 = **(93)**
  * **Total number of RTI Speech Action Plans = (21)**

- Ongoing meetings with the administrative team regarding operations and the district's current and future Virtual Learning Plan.
- Continued collaboration regarding students needs ba
- Continued collaboration with County, State, Tri-District and tri district schools in regards to planning for our students with special needs.
- Teletherapy services are currently being offered to students whose parents have expressed an interest in their child's(ren) participation.
- 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.
- The CST continues to plan for ESY 2020 & the 2020/2021 school year. Due to the current status of education plans for both in house and remote ESY remain in the process, until further directives are received.
- Development and implementation of ongoing relevant PD opportunities for all paraprofessionals using a distance learning model.
- The CST members have been providing consultation and support for students, parents and teachers through collaborative methods.

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

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

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Ms. Sylvester reported that the October School Board convention was cancelled but classes will still be available virtually.
- Ms. Sylvester reported that the CARES Act grant is being applied for in the amount of $41,726.

VIII. PUBLIC PARTICIPATION ON 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.

- Mr. McGrath asked if the agenda was posted online.

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Minnick moved and Mrs. Brennan seconded, that the Andover Regional Board of Education approve resolutions #1-31 as presented:

1. **AREA Custodians**: Approve the re-employment and salaries (Salaries 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) for the attached AREA Custodians for the 2020-2021 school year, as recommended by the Superintendent of Schools.

2. **AREA Secretaries**: Approve the re-employment and salaries (Salaries 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) for the attached AREA Secretaries for the 2020-2021 school year, as recommended by the Superintendent of Schools.

3. **AREA Teachers**: Approve the re-employment and salaries (Salaries 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) for the attached AREA Teachers (certified professional staff) for the 2020-2021 school year, as recommended by the Superintendent of Schools.

4. **Non-Affiliated Personnel**: Approve the re-employment and salaries for the attached non-affiliated employees for the 2020-2021 school year and the employment benefits for the non-affiliated employees, as recommended by the Superintendent of Schools.

5. **2020-2021 Administrators**: Approve the re-employment and salaries (Salaries may be subject to adjustment upon conclusion of ARAA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) for the attached Administrators for the 2020-2021 school year, as recommended by the Superintendent of Schools.

6. **2019-2020 ParaProfessional Staff**: Approve the non-renewal of the paraprofessional staff members as per the 2017-2020 AREA/ARBOE Agreement, Article X Employment, C1 Employment Notification…"On or before May 15 of each year, the Board shall give to each member of the paraprofessional staff non-renewal letters. All paraprofessionals' employment shall cease as of June 30 each year…", as recommended by the Superintendent of Schools.

7. **2020 Summer Case Management:** Approve the following Andover Regional School District Child Study team members to provide case management and complete evaluations during the summer months, for up for 10 days at their per diem rate, as recommended by the Superintendent of Schools.

Melissa VanBlarcom
Jennifer Pepe
Cary Cotto

8. **2020 Summer I.E.P. Meetings:** Approve the following Andover Regional School District Speech and Language Therapists, to attend I.E.P. meetings during the summer months, as needed, at an hourly rate of $50.00, as recommended by the Superintendent of Schools.

Cary Cotto
Jennifer Pepe

9. **2020 Summer I.E.P. Meetings:** Approve the following teachers to attend I.E.P. meetings during the summer months, as needed, at an hourly rate of $50.00, as recommended by the Superintendent of Schools.

Special Education Teachers

Kristen Brady
Nancy Molinet
Stephanie Posser

General Education Teachers

Tammy Antonucci
Kristen Brady
Lauren Huffman
Nancy Molinet
Jeni Moriarty
Stephanie Posser

10. **School Counselor Summer Days:** Approve summer days as follows for school counselors at their per diem rate, as recommended by the Superintendent of Schools:

Jennifer McKeown, LPS Counselor- 5 days during the summer of 2020
Brendan Maurice, FMB Counselor- 2 days during the summer of 2020

11. **School Nurse Summer Days:** Approve summer days as follows for school nurse at his per diem rate, as recommended by the Superintendent of Schools:

Erik Burneyko, LPS School Nurse - 2 days during the summer of 2020

12. **Summer 2020 Substitute Custodians:** Approve the following summer 2020 custodian substitutes effective immediately, at a rate of $15.00/hour, pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

Aidan Black
Valentin Hunsicker
Gary Kays
David Noury
Richard O'Neill
Steven Styles

13. **Substitute Technology Assistant**: Approve Steve Petagno as a substitute for the remainder of the 2019-2020 school year and all of the 2020-2021 school year at the rate of $15/hour, pending criminal history clearance, as recommended by the Superintendent of Schools.

14. **School Safety Specialist**: Approve Bryan Fleming, LPS Principal, as Andover Regional School District's School Safety Specialist as required by new New Jersey State Law for the 2020-2021 school year, as recommended by the Superintendent of Schools.

15. **Homebound Instruction**: Approve all employed Andover certified teachers as Homebound Instructors for the 2020-2021 school year at a rate of $50.00/per hour, as required by code, as needed and as recommended by the Superintendent of Schools.

16. **Emerging Needs:** Approve and accept that the Supervisor of Special Services be able to make any and all reassignments of paraprofessionals as may be necessary due to emergent situations, necessary revisions to IEP's or to accommodate emerging needs and circumstances for the 2020-2021 school year, as recommended by the Superintendent of Schools.

17. **Permission to Hire**: Authorize the Superintendent to hire personnel during the 2020-2021 school year, if needed, with ratification at the next regular Board meeting, as recommended by the Superintendent of Schools.

18. **Policies and Regulations:** Approve all in-force policies, regulations, motions and contracts of the Board for the 2020-2021 school year or until such time that they are needed, deleted or modified, as recommended by the Superintendent of Schools.

19. **Harassment, Intimidation & Bullying (HIB) Anti-Bullying Coordinator(ABS)**: Approve the appointment of Bryan Fleming, LPS Principal, as the HIB Coordinator for the Andover Regional School District for the 2020-2021 school year, as recommended by the Superintendent of Schools.

20. **Harassment, Intimidation & Bullying (HIB) Anti-Bullying Specialists (ABS)**: Approve the appointment of the HIB ABS positions as follows for the 2020-2021 school year, as recommended by the Superintendent of Schools.

Jennifer McKeown - LPS
Brendan Maurice - FMB

21. **BA Merit Goal Approval:** Approve the completion of the first merit goal, according to Section IV of the Business Administrator's contract, for the 2019-2020 school year for a 1% qualitative Merit Goal in the amount of $1,074 for creating and customizing the Standard Operating Procedures Manual (SOP), and that it be submitted to the County Superintendent for final approval, as recommended by the Superintendent of Schools.

22. **BA Merit Goal Approval:** Approve the completion of the second merit goal, according to Section IV of the Business Administrator's contract, for the 2019-2020 school year for a 1% qualitative Merit Goal in the amount of $1,075 for seeing completion as the building project manager of the 2019 roof project, District website and 911 panic button system and that it be submitted to the County Superintendent for final approval, as recommended by the Superintendent of Schools.

23. **BA/Board Secretary Contract:** Approve and accept from the County Executive Superintendent, the new employment contract for Nicole Sylvester, Business Administrator/ Board Secretary, in accordance with N.J.S.A. 18A:7-8(j) and determined compliant with the standards adopted by the Commissioner of Education at N.J.A.C. 6A:23A-3.1 for the period commencing July 1, 2020 through June 30, 2021 with an annual prorated salary of $110,136, as recommended by the Superintendent of Schools.

24. **Wellness Coordinator**: Approve Erik Burneyko as the District Wellness Policy Coordinator per Policy #8505 for the 2020-2021 school year, as recommended by the Superintendent of Schools.

25. **DIAL-4 Kindergarten Screening**: Approve the following during the summer of 2020 to conduct DIAL-4 screenings on incoming kindergarten students at their per diem rates, as recommended by the Superintendent of Schools.

Cary Cotto McNeeley	2 Days	per diem rate
Jen Pepe	2 Days	per diem rate
Tammy Antonucci	2 Days	per diem rate
Jessica Hubble	2 Days	per diem rate

26. **Waiver of 12 Month Employee Contractual Carry Over Days:** Approve the waiver of 12 month employee contractual carry over days to allow additional days not used during 2019-2020

school year due to COVID-19, to be used at the approval of the Superintendent during the 2020-2021 school year, as recommended by the Superintendent of Schools.

27. **Tenure Position - Theresa Westervelt - Secretary**: Approve Theresa Westervelt, Florence M. Burd School Secretary, to receive a tenure position in the Andover Regional School District as of July 2, 2020, as recommended by the Superintendent of Schools.

28. **Tenure Position - Jennifer Moriarty - Teacher**: Approve Jennifer Moriarty, Teacher, to receive a tenure position in the Andover Regional School District as of January 4, 2021, as recommended by the Superintendent of Schools.

29. **Tenure Position - Bryan Fleming - LPS Principal**: Approve Bryan Fleming, Long Pond School Principal, to receive a tenure position in the Andover Regional School District as of March 2, 2021, as recommended by the Superintendent of Schools.

30. **Tenure Position - Claire Serratelli - Art Teacher**: Approve Claire Serratelli, Art Teacher, to receive a tenure position in the Andover Regional School District as of March 4, 2021, as recommended by the Superintendent of Schools.

31. **Second Reading of Policies & Regulations**: Approve the first reading of the following (and attached) policies and regulations, as recommended by the Superintendent of Schools.

Policy Alert 219

P 0152	Board Officers (Revised)
P 1581	Domestic Violence (M) (Revised)
R 1581	Domestic Violence (M) (New)
P 2422	Health and Physical Education (M) (Revised)
P 3421.13	Postnatal Accommodations (New)
P 4421.13	Postnatal Accommodations (New)
P & R 5330	Administration of Medication (M) (Revised)
P 7243	Supervision of Construction (M) (Revised)
P 8210	School Year (Revised)
P 8220	School Day (M) (Revised)
R 8220	School Closings (Revised)
P 8462	Reporting Potentially Missing or Abused Children (M) (Revised)

Roll Call Vote:

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

No: None

Abstain: None

B. FINANCE/OPERATIONS:

Mr. Minnick moved and Mrs. Brennan seconded, that the Andover Regional Board of Education approve resolutions #1-28 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 April 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 April 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 April 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 April 29, 2020 through May 12, 2020 for a total of $987,862.96 as recommended by the Superintendent of Schools.

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

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

6. **First Student Contract Addendum:** Approve the contract addendum with First Student to reflect a 10% billing credit for part of the 2019-2020 school year, relating to the school closure from COVID-19, as recommended by the Superintendent of Schools.

7. **Frontline Contract**: Approve Frontline Education for Absence & Time Solution for a period from July 1, 2020 through June 30, 2021 at a cost of $11,088.82, as recommended by the Superintendent of Schools.

8. **Ardito & Company, LLC Contract**: Approve Ardito & Company for the 2019-2020 school year audit for a period from July 1, 2020 through June 30, 2021 at a cost of $27,012, as recommended by

the Superintendent of Schools.

9. **Realtime Contract**: Approve Realtime Information Technology for the student information system for a period from July 1, 2020 through June 30, 2021 at a cost of $7,420, as recommended by the Superintendent of Schools.

10. **Duff & Phelps, LLC Contract**: Approve Duff & Phelps, LLC for fixed asset accounting ledger for a period from July 1, 2020 through June 30, 2021 at a cost of $1,475, as recommended by the Superintendent of Schools.

11. **Maschio's Food Service Contract**: Approve 2nd year contract renewal with Maschio's Food Service Inc. as the cafeteria food service vendor for the 2020-2021 school year. The management fee will be $10,812 and the guarantee subsidy will be a loss of $3,000 for a period from July 1, 2020 through June 30, 2021, as recommended by the Superintendent of Schools.

12. **Comprehensive Equity Plan (CEP)**: Approve the continuation of the three-year Comprehensive Equity Plan (2019-2022) along with the Statement of Assurance (SOA), as recommended by the Superintendent of Schools.

13. **Checks to be paid:** Appoints the Interim Superintendent as claims auditor for the 2020-2021 and 2019-2020 school year to approve the Business Administrator to process additional invoices for payment and make emergency account transfers for the current fiscal year in order to conduct all financial business necessary to close out the 2019-2020 school year with Board confirmation at the next regular meeting. Such checks will appear on the bills list and transfers will be confirmed by the Board at the next regular meeting.

14. **2020-2021 Anticipated contracts:** Pursuant to PL 2015, Chapter 47 the Andover Regional Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

1. A.C. Daughtry, Inc.	2. Accent on Communications, LLC
3. Advancing Opportunities	4. Advocare Pediatric Neurology Assoc
5. Aesfire, LLC	6. All Aboard Tours & Travel, LLC
7. Allegro School, Inc.	8. Ansor Solar, LLC
9. Ardito & Co., LLP	10.Arthur J. Gallagher Risk Management Services, Inc.
11.Atlantic Health System	12.Atlantic Tomorrows Office

13.Bayada Home Health Care, Inc.	14.Behavioral Therapy Services, LLC
15.Bollard, Dr. David	16.CDK Systems, Inc.
17.Center for Children's Behavioral Health, Inc.	18.Center for Prevention & Counseling
19.CenturyLink	20.Chapel Hill Academy
21.Cintas Corporation	22.CMRS-FP
23.Council for Exceptional Children	24.DelValle, Gwendolyn
25.Delta Dental of New Jersey, Inc.	26.Dude Solutions
27.Duff & Phelps Corporation	28.Educational Data Services , Inc.
29.First Student	30.FP Mailing Solutions
31.Frontline Technologies Group, LLC	32.Genesis Educational Services, Inc.
33.Green Township Board of Education	34.Grennille, William
35.Handle with Care Behavioral Management	36.Horizon Blue Cross/Blue Shield
37.Horizon Software International, LLC	38.J & B Occupational Therapy, LLc
39.Jersey Mail Systems	40.Jive Communications, Inc
41.Lakeland-Andover School	42.Maschio's Food Services, Inc.
43.Morris County Educational Services, Inc.	44.Municipal Capital
45.New Jersey Schools Insurance Group	46.Newton Board of Education
47.Oncourse Systems for Education, LLC	48.On-Tech Consulting, Inc.
49.Parette Somjen Architects, LLC	50.Patwood Roofing Company
51.PenteleData, LP	52.Phoenix Advisors
53.Pitney Bowes Global Financial Service, LLC	54.Premier Health Associates, LLC
55.R&L Data Center, Inc.	56.R-D Trucking, Inc.
57.Reiner Group, Inc.	58.Ridge & Valley Charter School

59.Saint Clare's Hospital Behavioral Health	60.Scarinci & Hollenbeck, LLC
61.Stocker Bus Company	62.Strauss Esmay Associates, LLP
63.Sussex County Charter School for Technology	64.Sussex County Educational Services, Inc.
65.Sussex County Regional Cooperative	66.Sussex County Technical School
67.The Uncommon Thread	68.Transfinder Corporation
69.Verizon	70.Vexda Construction, LLC
71.Viking Pest Control	72.Waste Management of New Jersey, Inc.

15. **Annual Appointments:** Be it resolved by the Board of Education of Andover Regional, in the County of Sussex, New Jersey that the following annual appointments are made:
    1. Ms. Nicole Sylvester, Board Secretary
    2. Ardito & Co., LLC, Public School Accountants
    3. Dr. David Bollard, School Physician
    4. Saint Clare's Denville Hospital, Psychological Examiner
    5. Bryan Fleming and Cindy Mizelle, Attendance Officers
    6. Ms. Marie Goble, Treasurer of School Monies
    7. Scarinci Hollenbeck, Attorney
    8. Parette Somjen Architects, LLC, Architect of Record

16. **Facilities Usage:** Approve that the Andover Regional Board of Education reaffirms all motions that authorize the use of our facilities and all appointed agents of the Board from July 1, 2020 through June 30, 2021, as recommended by the Superintendent of Schools.

17. **Appointments:** Approval of the following appointments for the 2020-2021 school year, as recommended by the Superintendent of Schools:

a. Appointment of Ms. Nicole Sylvester as the following:
    1. School Purchasing Agent
    2. Qualified Purchasing Agent
    3. Board Secretary
    4. Deputy Custodian of Public School Records

5. Investment Officer
6. Affirmative Action Officer
7. Public Compliance Officer (PACO)
8. Gender Equity Officer
9. HIPPA Officer

b. Appoint Suzanne Ross as the Homeless Liaison & District 504 Coordinator

c. Appoint Mrs. Marie Goble as the Treasurer of School Monies

d. Appoint Cindy Mizelle, elementary school principal as the ADA/504 Officer

e. Appoint Bryan Fleming, intermediate school principal as the ADA/504 Officer

f. Approve Karl & Associates as the Right to Know Compliance Officer

g. Approve Mr. Janusz Berghoff as the following:

1. Asbestos Designated Person/Officer
2. Integrated Pest Management Coordinator

h. Approve Mr. George Morville of the Morville Agency/Bollinger as Broker of Record for all Board policies except health insurance policies; PCD is on file;

i. Approve voluntary student insurance through Bollinger Fowler Student Insurance program at no cost
to the Board of Education.

j. Approve the Middlesex Regional Purchasing Co-Op (MRESC) for selected goods and School Specialty/Classroom Direct/SAX as the vendor for all general school teaching supplies with a state contract;

k. Approve all Business Office/Central staff members: Ms. Sylvester, Ms. Housby, Mrs. Quigley, Mrs.
Mehrkens, Mrs. Kristiansen, Mrs. Reardon, travel expenses for job related activities, included but not limited to the post office, bus company, county office, bank(s), office supply store(s), not to exceed $300.00 each per quarter per person; travel reimbursement at the current New Jersey mileage rate; subject to change as per the District's Travel Policy.

18. **District Mentoring Plan**: Approve the Andover Regional District Mentoring Plan for 2020-2021 school year, as recommended by the Superintendent of Schools.

19. **Extraordinary Aid Application:** Approve the submission of the Extraordinary Aid Application for the 2020-2021 school year as per students' I.E.P.s, as recommended by the Superintendent of Schools.

20. **Tax Levy Payments:** Approve the amount of tax monies required for school purposes for the

2020-2021 school year is $13,903,600 for General Fund and $773,739 for Debt Service and that the Andover Borough & Township is hereby requested to pay the Treasurer of School Monies the below listed amounts:

Andover Township:

Due Date	General Fund Tax Levy	Debt Service Tax Levy	Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy
July 1, 2020	$1,058,709.50		January 1, 2021	$1,058,709.50	
August 1, 2020	$1,058,709.50	$353,505	February 1, 2021	$1,058,709.50	$353,505
September 1, 2020	$1,058,709.50		March 1, 2021	$1,058,709.50	
October 1, 2020	$1,058,709.50		April 1, 2021	$1,058,709.50	
November 1, 2020	$1,058,709.50		May 1, 2021	$1,058,709.50	
December 1, 2020	$1,058,709.50		June 1, 2021	$1,058,709.50	
Total 2020:	**$6,352,257**	**$353,505**	**Total 2021:**	**$6,352,257**	**$353,505**
			Subtotals	**$12,704,514**	**$707,010**
			Total FY20-21 Certified Levy	**$13,411,524**	

Andover Borough:

Due Date	General Fund Tax Levy	Debt Service Tax Levy	Monthly Due Date	General Fund Tax Levy	Debt Service Tax Levy
July 1, 2020	$99,923.83		January 1, 2021	$99,923.83	
August 1, 2020	$99,923.83	$33,364.50	February 1, 2021	$99,923.83	$33,364.50
September 1, 2020	$99,923.83		March 1, 2021	$99,923.84	
October 1, 2020	$99,923.83		April 1, 2021	$99,923.84	

November 1, 2020	$99,923.83		May 1, 2021	$99,923.84	
December 1, 2020	$99,923.83		June 1, 2021	$99,923.84	
Total 2020:	**$599,542.98**	**$33,364.50**	**Total 2021:**	**$599,543.02**	**$33,364.50**
			Subtotals	**$1,199,086**	**$66,729**
			Total FY20-21 Certified Levy	**$1,265,815**	

21. **Scarinci Hollenbeck Contract:** Approve Scarinci Hollenbeck for legal services for the 2020-2021 school year for a period from July 1, 2020 through June 30, 2021 at a cost of $165/hour, as recommended by the Superintendent of Schools.

22. **Arbitration Award:** Approve the arbitration award agreed upon by the AREA and the Andover Regional Board of Education, for PERC Doc. #AR-2019-273 (Duty Free Lunch Period) whereas the District agrees that it will compensate employees in the amount of $32,000 based on the provided attachment from the AREA, as recommended by the Superintendent of Schools.

23. **Certified Staff Evaluation Framework:** Approve established district certified staff evaluation framework for the 2020-2021 school year, as recommended by the Superintendent of Schools.

- Charlotte Danielson: The Framework For Teaching (2007)
- Multidimensional Principal Performance Rubric (MPPR)

24. **Budget Transfers:** Approve the authorization for the Business Administrator/Board Secretary to approve budget transfers that are necessary between board meetings, and in consultation with an agreement from the Superintendent, to process line item changes in compliance with required approvals per S1701 and A3680 between board meetings, for the 2020-2021 school year as recommended by the Superintendent of Schools.

25. **Payments:** Approve that the Andover Regional Board of Education permit the Business Administrator to audit and approve any account and demand to be paid prior to presentation to the board. Any such approvals shall be presented to the Board for ratification at their next meeting as per NJAC 18A:19-4.1., as recommended by the Superintendent of Schools, for the 2020-2021 school year.

26. **School Lunch Prices:** Approve the 2020-2021 school lunch prices as follows, as recommended by the Superintendent of Schools.

$3.05 Student Lunch
$3.95 Adult Lunch

27. **Temporary adjustment to Retirement Plan Changes**: Motion to adopt the Temporary Optional 403B Retirement Plan Changes in the CARES Act checklist for those affected by the Coronavirus and who qualify under the CARES Act, as recommended by the Superintendent of Schools.

28. **GENOUth – COVID-19 Grant:** Approve retroactively the submission of the GENOUth – COVID-19 Emergency School Nutrition Grant for up to $3,000 per school to support meal distribution and delivery efforts for students during the COVID-19 crisis, as recommended by the Superintendent of Schools.

Roll Call Vote:

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

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

Mrs. Dunbar moved and Mrs. Figueiredo seconded, that the Andover Regional Board of Education approve resolution #1 as presented:

1. **Curriculum Writing:** Approve curriculum writing revisions at a rate of $50/hour to be completed by June 30, 2020 for the following, as recommended by the Superintendent of Schools.

Subject	Description	Hours not to exceed:	Amount not to exceed:
Math	1 person Grade K	24	$1,200
	1 person Grade 1	24	$1,200
	1 person Grade 2	24	$1,200
	1 person Grade 3	24	$1,200
	1 person Grade 4	24	$1,200
	1 person Grade 5	24	$1,200
	1 person Grade 6	24	$1,200
	1 person Grade 7	24	$1,200
	1 person Grade 8	24	$1,200
	1 person Algebra 1	24	$1,200
Music	1 person Grades 5-8	12	$600
Science	1 person Grades 5 & 7	12	$600

	1 person Grades 6 & 8	12	$600

Roll Call Vote:

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

No: None

Abstain: None

COMMUNICATIONS TO BOARD: There was one communication to the Board from a community member regarding personnel.

OLD and NEW BUSINESS:

Mrs. Figueiredo asked if there could please be a plan for the 4th graders moving up to middle school. Discussion ensued.

Dr. Koroski thanked the administration, staff and all involved with making the learning from home possible and having great communication with parents.

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. Moriairty thanked the Board of Education.

EXECUTIVE SESSION: None at this time.

Adjournment: Mr. Porter moved to adjourn the meeting, seconded by Mr. Minnick and approved at 7:53 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,



Ms. Nicole Sylvester

Business Administrator/Board Secretary