ANDOVER REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING

LONG POND SCHOOL
707 LIMECREST ROAD, NEWTON, NEW JERSEY 07860
FEBRUARY 18, 2020
(BOE Conference Room @ LPS) 7:30pm

BOARD OF EDUCATION

Vincenia Annuzzi	**William Porter**
Jessica Brennan	**Daniel Cruz**
Rebecca Bearden	**Colleen Figueiredo**
Robert Koroski	**Maria Dunbar**
Steven Minnick	

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!

I. INTRODUCTORY ITEMS

- •Call Meeting to Order
- •Pledge of Allegiance
- •The District Mission Statement and Notice of Public Meeting are listed for the Board and the public:

Notice of Public Meeting

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 Clerks of the date, time, and place of the meeting.

Roll Call:

_____Ms. Annuzzi	_____Mrs. Bearden	_____Mrs. Brennan
_____Mr. Cruz	_____Mrs. Dunbar	_____Mrs. Figueiredo
_____Mr. Minnick	_____Mr. Porter	_____Dr. Koroski

II. EXECUTIVE SESSION: (if needed)

The Andover Regional Board of Education, County of Sussex, State of New Jersey will adjourn into closed session meeting to discuss item(s) which fall within an exception of our open meeting policy and permits the Board to have private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12b.

1. Matters rendered confidential by State or Federal law.
2. Matters which could impair the right to receive federal funds.
3. Matters which could constitute an unwarranted invasion of personal privacy if conducted in public.
4. Negotiations.
5. Discussions involving the purchase, lease, or acquisition of real property, the setting of bank rates, or the investment of public funds, where disclosure could adversely affect the public interest.
6. Discussions of tactics and techniques used in protecting the safety and property of the public.
7. Discussions of pending or anticipated litigation, contract negotiations, and matters falling Under attorney-client privilege.
8. Personnel.
9. Deliberations after a public hearing.

Whereas, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and whereas, this public body is of the opinion that such circumstances presently exist.

Be it resolved that the Andover Regional Board of Education will now go into private session to discuss matters rendered confidential according to the aforementioned specific exceptions.
Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. All appropriate persons who may be discussed in private session have been notified.

Expected Length: _____ Convene Time: _____

M _____ 2nd _____

All Those in Favor: Ayes _____ Opposed: No _____

1. **RECONVENE**: Time: _____

M _____ 2nd _____

All Those in Favor: Ayes _____ Opposed: No _____

III. PRESENTATION(S):

- LPS Charger(s) of the Month (Bryan Fleming)
- Geography Bee Winners (Jenn Reynolds)
- Student Safety Data Report (Bryan Fleming)

IV. APPROVAL OF MINUTES: Approve the minutes of the following Board of Education meetings, as recommended by the Superintendent of Schools.

January 28, 2020 Regular Minutes

Motion by:_____ Second by: _____ Final Call Vote: _____

_____Ms. Annuzzi	_____Mrs. Bearden	_____Mrs. Brennan
_____Mr. Cruz	_____Mrs. Dunbar	_____Mrs. Figueiredo
_____Mr. Minnick	_____Mr. Porter	_____Dr. Koroski

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	

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. HIB Report - Approval of HIB Report (Monthly)

Resolve that the Board of Education accepts the attached HIB Report beginning January 18, 2020 and ending February 7, 2020.

Motion by:_____ Second by: _____ Final Call Vote: _____

_____Ms. Annuzzi	_____Mrs. Bearden	_____Mrs. Brennan
_____Mr. Cruz	_____Mrs. Dunbar	_____Mrs. Figueiredo
_____Mr. Minnick	_____Mr. Porter	_____Dr. Koroski

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

- Continue working with the RTI team at both FMB and LPS. The past few meetings have been focused on focus areas. Two data trainings and a vendor information session have been scheduled.
- Continue with formal and informal evaluations.
- Continue meeting with the administrative team weekly on both a formal and informal basis
- Participated in a number of budget planning meetings
- Organized and ran a number of professional development activities for staff members for February 6 focused on best practices surrounding grading, lesson planning, communication, and continued ARSD improvements..
- Continue to meet with admin team regarding Title 1 expenditures for this year and mapping out needs for next year.
- Working with the Tri-District Curriculum Committee to book a speaker for our January 2021 In-Service.
- Continue to conduct classroom visits with Mr. Tobin
- Completed the Long Pond School Geography Bee. Congratulations to school champion, Marco Concha. Wishing him the best of luck in the state qualifying round of competition.

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

- Attended Techspo 2020 for PD
- Working with Securly as a replacement for GoGuardian. Securly includes more robust features as a standard that GoGuardian does not while competing with GoGuardians pricing to potentially lower the districts cost.
- Working with Granite to service our analog telephone lines to lower the districts cost on our current fax and alarm phone lines.
- Removed all nonfunctioning security cameras and sent them to the manufacturer for repair.

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 **January 2020** the following meetings were held:
* New Preschool Referral: 1
* New Referrals: CST 1, Speech 0
* Annual Reviews: CST 6, Speech 0
* Eligibility Meetings: CST 9, Speech 3
* Transfer out of district: CST 1
* Transfer into district: CST 0
* Declassified: CST 1, Speech 3
* Newly Classified CST 2, Speech 0
* Other meetings: CST 2, Speech 0
* **Total number of IEPs**: **CST** 81, **Speech** 12 = **(93)**
* **Total number of RTI Speech Action Plans = (19)**

- The CST maintains ongoing collaboration with all aspects of the RTI programs. Ms. Pepe and Ms. Cotto continue to work with teachers on language strategies in the classroom. Additionally they have been working with students to facilitate speech strategies for use in the classroom.
- Completion of formal and informal observations
- The CST continues to plan for ESY 2020. Topics including related services, transportation and staffing needs.
- Continue working with the RTI team at both FMB and LPS. The past few meetings have been focused on focus areas. Two data trainings and a vendor information session have been scheduled.
- Dr. Van Blarcom and Mr. Wilbur continue to respond to teacher requests regarding student specific strategies to use in the classroom.
- I continued to participate in ongoing budget sessions with the Administrative team.
- I reviewed 3 state approved preschool curriculums, as possible Title 1 expenditure for the 2020/2021 school year. Currently we are using an approved preschool curriculum, but not one of the suggested New Jersey State Approved ones.
- The CST has begun discussions regarding programs and services for the 2020/2021 school year.
- Ongoing updates to 504 and intervention plans
- Continued follow ups with all aspects of home instruction, including staff postings, school physician approvals and securing instructors.
- Administrative planning meetings continue, with a focus on communication and that RTI process.

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:

- 2020-2021 Budget
- March 17th- Public Hearing

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.

**** Members of the public are requested to keep their comments to a maximum of 3 minutes. ****

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Be it resolved that resolution numbers 1-10 be adopted, as presented:

Motion by:_____ Second by: _____ Final Call Vote: _____

_____Ms. Annuzzi	_____Mrs. Bearden	_____Mrs. Brennan
_____Mr. Cruz	_____Mrs. Dunbar	_____Mrs. Figueiredo
_____Mr. Minnick	_____Mr. Porter	_____Dr. Koroski

1. **Part-Time New Hire**: Approve Gregory Voinier as 71% part-time music teacher effective *March 4, 2020, or upon earlier release from his current employment contract through June 30, 2020, pending all paperwork including criminal history clearance, at MA Step 1 at an annual prorated salary of $43,619.00, as recommended by the Superintendent of Schools.

2. **Schedule B Appointments for the 2019-2020 School Year**: Approve the below staff members for the Schedule B positions for the 2019-2020 school year, at prorated stipends based on the AREA 2017-2020 Agreement, as recommended by the Superintendent of Schools.

Gregory Voinier - Chorus Director - *March 4, 2020 to June 30, 2020
Jill Granholm - Chorus Director - February 18, 2020 to approx. *March 4, 2020

3. **Leave of Absence Extension**: Amend approved leave of absence request from Employee ID #587, commencing on November 1, 2019 working half days until December 19, 2019, and starting full days December 20, 2019, with an original anticipated return date of March 16, 2020 to a new return to work date of April 20, 2020, utilizing her sick time, as recommended by the Superintendent of Schools.

4. **Homebound Instructor**: Approve Kristin Brady, Teacher, as Homebound Instructor for Student #8565923949, at a rate of $50/per hour, as recommended by the Superintendent of Schools.

5. **Homebound Instructor**: Approve Sandra Sica, Teacher, as Homebound Instructor for Student #9792219080, at a rate of $50/per hour, as recommended by the Superintendent of Schools.

6. **Homebound Instruction:** Approve the homebound instruction at Saint Claire's Hospital for student #7230838995 needing services at an hourly rate of $55 for one hour per day, as recommended by the Superintendent of Schools.

7. **Homebound Instruction:** Approve the homebound instruction at High Focus Center for student #7230838995 needing services at an hourly rate of $50 for two hours per day, as recommended by the Superintendent of Schools.

8. **Substitutes:** Approve the following substitute(s) for the 2019-2020 school year pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

Swarna Raj - Substitute Teacher and ParaProfessional

9. **Volunteers**: Approve the attached volunteers for the 2019-2020 school year, as recommended by the Superintendent of Schools.

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

Policy #8505 - Local Wellness Policy/Nutrient Standards for Meals & Other Foods (Revised)
Policy #8508 - Lunch Offer vs. Serve (OVS) (Revised)
Policy #8550 - Outstanding Food Service Charges (Revised)

B. FINANCE/OPERATIONS:

Be it resolved that resolution numbers 1-11 be adopted, as presented:

Motion by:_____ Second by: _____ Final Call Vote: _____

_____Ms. Annuzzi	_____Mrs. Bearden	_____Mrs. Brennan
_____Mr. Cruz	_____Mrs. Dunbar	_____Mrs. Figueiredo
_____Mr. Minnick	_____Mr. Porter	_____Dr. Koroski

1. **Report of the Treasurer**: Approve the audited financial reports from the Board Secretary and the Treasurer of School Monies for the month of January 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 January 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 January 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 January 29, 2020 through February 18, 2020 for a total of $2,542,993.32 as recommended by the Superintendent of Schools.

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

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

6. **2020-2021 School Calendar**: Approve the attached Andover Regional District School 2020-2021 school calendar, as recommended by the Superintendent of Schools:

7. **2020-2021 School Year Holiday Schedule for 10 & 12-Month Employees**: Approve the attached holiday schedules calendar for the 2020-2021 school year for the 10 and 12-month employees, as recommended by the Superintendent of Schools.

8. **Revised 2019-2020 School Calendar:** Approve to amend the 2019-2020 School Calendar (attached) to revise scheduled March 13, 2020 early dismissal (teacher in-service) to March 25, 2020, as recommended by the Superintendent of Schools.

9. **Building Use for 2019-2020 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
Kim Gorab	Yoga	Various	Yes	FMB & LPS
Andover Township Police Department	Active Shooter Training	February 17, 2020 (back dated)	Yes	LPS
Universal Martial Arts	Tournament	April 26, 2020	Yes	LPS

10. **Postage Lease Renewal:** Approve the lease agreement with Pitney Bowes for a postage machine at FMB school for a 60 month lease at a quarterly cost of $146.94, as recommended by the Superintendent of Schools.

11. **2020-21 SEMI Waiver:** Approves the waiver of Requirements Special Education Medicaid Initiative (SEMI) Program:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect

to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for 2020-2021 school year and,

Whereas, the Andover Regional Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students;

Therefore be it resolved, that the Andover Regional Board of Education hereby authorizes the Business Administrator to submit to the Executive County Superintendent of Schools in the County of Sussex an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2020-2021 school year as recommended by the Interim Superintendent of Schools.

C. CURRICULUM/INSTRUCTION:

Be it resolved that resolution number 1-2 be adopted, as presented:

Motion by:_____	Second by: _____	Final Call Vote: _____
_____Ms. Annuzzi	_____Mrs. Bearden	_____Mrs. Brennan
_____Mr. Cruz	_____Mrs. Dunbar	_____Mrs. Figueiredo
_____Mr. Minnick	_____Mr. Porter	_____Dr. Koroski

1. **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
Deborah Ambrose	Best Practices Series Sussex, NJ	March 4, 2020	Mileage: $0.35/mile
Dave Petersen	Best Practices Series - Science Sussex, NJ	March 11, 2020 (Snow date 3/12/20)	Mileage: $0.35/mile
Suzanne Ross	Addressing Staff & Student Mental Health Issues Vernon, NJ	March 24, 2020	Registration: $150.00
Suzanne Ross	Assessing & Intervening in Challenging Behaviors in Schools, Sparta, NJ	April 3, 2020	Registration: $30.00
Melissa VanBlarcom	Assessing & Intervening in Challenging Behaviors in Schools, Sparta, NJ	April 3, 2020	Registration: $30.00 Mileage: $0.35/mile
Melissa VanBlarcom	The New LGBTQ Legislation Stanhope, NJ	March 13, 2020	Mileage: $0.35/mile
Erik Burneyko	Indoor Air Quality Training Mahwah, NJ	February 21, 2020	Mileage: $0.35/mile
Tara Cotter	NJAMLE 2020 Annual Conference Trenton, NJ	March 13, 2020	Registration: $99.00 Mileage: $0.35/mile

2. **Activities/Trips**: Approve the following student activities/class trip, as recommended by the Superintendent of Schools.

Grade/ Teacher	Date/ Destination/ Purpose	# of Students & Adult Chaperones w/Names	Student Cost	Transportation	Board Cost
Lauren Huffman 4th Grade	April 22, 2020 9:00am-11:30am Residents' Recycling Center Lafayette, NJ To promote awareness in Sussex County citizens and to become proactive environmental stewards.	Students: 49 Teachers: 3 Lauren Huffman Deb Shick Nicole Smith Paras: 1 Name not given Chaperones: 0 Nurse: Yes	$0	One First Student Bus @ $150.00 to be paid by Earth Club	$0

COMMUNICATIONS TO BOARD: None at this time.

OLD and NEW BUSINESS:

A. OLD BUSINESS
B. NEW BUSINESS

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:
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EXECUTIVE SESSION (as needed):

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Expected Length: _____ Convene Time: _____
M _____ 2nd _____
All Those in Favor: Ayes _____ Opposed: No _____

1. **RECONVENE**: Time: _____
M _____ 2nd _____
All Those in Favor: Ayes _____ Opposed: No _____

2. **ADJOURNMENT**: Time: _____
M _____ 2nd _____
All Those in Favor: Ayes _____ Opposed: No _____