Andover Regional Board of Education Regular Meeting

May 10, 2023

Attendance:

Present: Ms. Jane Byron, Mrs. Maria Dunbar, Mr. Brian Hertenstein, Mr. Steven Minnick, Dr. Jeffrey Neubig, Mr. William Porter and Dr. Robert Koroski

Also Present: Dr. Clifford Burns, Superintendent
Ms. Nicole Sylvester, School Business Administrator/Board Secretary
16 members of the public/staff

Not Present: Mr. James Fetcho and Mrs. Lena Sciroppo

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):

Dr. Burns congratulated Mrs. Delfing and Mrs. Labouseur on their retirement!

IV. APPROVAL OF MINUTES:

Mrs. Dunbar moved and Ms. Byron 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 26, 2023 Regular Meeting Minutes
April 26, 2023 Executive Session Minutes

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Hertenstein, Mr. Minnick, Dr. Neubig, Mr. Porter and Dr. Koroski

No: None

Abstain: None

V. COMMITTEE REPORTS:

Board Committees:

Personnel/Policy	Finance/Operations	Curriculum/Instruction
Mr. Porter (Chair)	Mr. Minnick (Chair)	Mrs. Dunbar (Chair)
Mrs. Sciroppo	Mrs. Bearden	Dr. Neubig
Dr. Koroski	Mr. Fetcho	Mr. Hertenstein

Special Committees/Ad Hoc Assignments:

WHAT	DELEGATE	ALTERNATE(s)
Sussex County School Boards Association	Dr. Koroski	Mr. Porter
NJSBA Delegate Assembly	Mr. Minnick	Mrs. Dunbar
Newton Board of Education Rep.	Mr. Porter	Dr. Koroski
Sussex County Educational Services	Mrs. Dunbar	Dr. Koroski
Andover Regional Parent Teacher Association	Mrs. Bearden	Mr. Minnick
Township Liaison	Dr. Koroski	Mrs. Dunbar
Negotiations/Sick Bank	Dr. Koroski	Mrs. Bearden & Mr. Fetcho
QSAC Committee	Dr. Koroski	Mr. Minnick
Tri-District Consortium	Dr. Koroski	Mr. Porter & Mrs. Sciroppo

Dr. Koroski stated that the Curriculum and Finance/Operations committees were agenda only items while the Personnel committee met to discuss the 2023-2024 personnel.

Mr. Porter reported that the Newton Board met and discussed the MOA with the Police Department to establish a School Resource Officer (SRO), discussion ensued.

VI. SUPERINTENDENT REPORT:

A. Dr. Burns acknowledged and thanked all teachers and staff as it was Teacher Appreciation Week!
B. Dr. Burns reported on the successful school and district events.
C. Dr. Burns gave his monthly HIB Report.

Dr. Neubig moved and Mrs. Dunbar 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**,** as recommended by the Superintendent of Schools.

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Hertenstein, Mr. Minnick, Dr. Neubig, 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

- Attend weekly Leadership Team Meetings
- Attended an administrative planning meeting for summer programming.
- Trained WIDA test administrators.
- Completed an agenda for the May 8 Early Release Day.
- Conducted an ESSER II, ESSER III, and Title 1 grants audit with Mrs. Sylvester
- Attended 23-24 Personnel Planning Discussions
- Conducted training of staff and paraprofessionals for NJSLA testing
- Completed test preparations for FMB NJSLA testing
- Worked with Mr. Zanella and Ms. Yaiser to plan for Honors Algebra 1 placement testing
- Ran infrastructure trials in both buildings in preparation for state testing
- Completed first three days of state testing at FMB

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

- Added 3 additional outdoor PA loudspeakers at LPS
- Attended a demo for Apptegy, Edlio, and Finalsite web hosts

- Conducted WiFi integrity tests in preparation for NJSLA

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.

- Ongoing collaboration with the administrative team regarding operations, programs and schedules, and needs of staff and students etc.
- Attended a administrative training with Realtime in preparation for the fall 2023 launch
- Ongoing collaboration with the Administrative Team regarding Budgeting for 2023/2024, specifically in regards to planning and personnel.
- Ongoing collaboration with the Sussex/Warren Special Education association regarding planning for the 2022/2023 school year.
- Ongoing collaboration with FMB & LPS teachers regarding student needs and services.
- Completed formal and informal evaluations at both schools.
- Conducted two parent tours and classroom observations.
- Participated in scheduling for students with IEP's with Sussex County Vocational Tech
- Attended meetings at FMB for both I&RS and RTI development of student specific action plans.
- Ongoing meetings with the Preschool Instructional Coach regarding preschool programming needs, and budgetary needs for 23/24 school year. Discussions focusing classroom centers.
- Ongoing programming for 2023 Extended School year (ESY), including related service needs.
- Ongoing collaboration with case managers regarding NJSLA student specific testing accommodations.

E. Suspension/HIB Reports

F. Principal's Reports (none)

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Ms. Sylvester stated that we received the HEPA filter grant to put HEPA filters in every classroom and office both at LPS & FMB!

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

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Minnick moved and Mr. Hertenstein seconded, that the Andover Regional Board of Education approve resolutions #1-30 as presented:

1. **AREA Custodians**: Approve the re-employment and salaries for the attached AREA Custodians for the 2023-2024 school year, as recommended by the Superintendent of Schools.

2. **AREA Secretaries**: Approve the re-employment and salaries for the attached AREA Secretaries for the 2023-2024 school year, as recommended by the Superintendent of Schools.

3. **AREA Teachers**: Approve the re-employment and salaries for the attached AREA Teachers (certified professional staff) for the 2023-2024 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 2023-2024 school year and the employment benefits for the non-affiliated employees, as recommended by the Superintendent of Schools.

5. **Administrators**: Approve the re-employment and salaries for the attached Administrators for the 2023-2024 school year, as recommended by the Superintendent of Schools.

6. **ParaProfessional Staff**: Approve the non-renewal of the paraprofessional staff members as per the July 1, 2020-June 30, 2024 AREA/ARBOE Agreement, Article XI NOTIFICATION, APPOINTMENT DISMISSAL & SENIORITY, B3b 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. **2023 District Summer Academy:** Approve the following individuals for the 2023 District Summer Academy for the period July 5 through August 1, 2023, to be paid by ESSER II funds and the remaining funds for Summer Academy will come from the ESSER III fund, for the amounts listed below, as recommended by the Superintendent of Schools.

Teachers Jennifer Bogert Jill Johnson Shelley Brown	$4,000 stipend each

Stephanie Oberg Dawn O'Connell Stacy Publik Jennifer McKeown	
Part-Time Teacher Kara Hauptly	$1,600 stipend each
Secretary Audrey D'Angelo	$2,000 stipend
Substitute Jeni Moriarty	$50/ hour paid via timesheet

8. **Summer Box Openers**: Approve the following at $15/hr, not to exceed 40 hours, as recommended by the Superintendent of the Schools.

FMB: Dawn O'Connell
LPS: Dawn Jacobsen

9. **2023 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.

Paige Ortega
Alison DelDuca

10. **2023 Summer I.E.P. Meetings:** Approve the following Andover Regional School District Speech and Language Therapist, to attend I.E.P. meetings during the summer months, as needed, at an hourly rate of $50, as recommended by the Superintendent of Schools.

Alison DelDuca

11. **2023 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, as recommended by the Superintendent of Schools.

Special Education Teachers

Kristen Brady
James Hasten
Alyssa Maxwell
Stephanie Oberg
Summer Passannante

Claire Serratelli

General Education Teacher

Kristen Brady
James Hasten
Alyssa Maxwell
Dawn O'Connell
Summer Passannante
Ryan Yaiser

12. **School Counselor Summer Days:** Approve up to 5 summer days as follows for school counselors at their per diem rate, as recommended by the Superintendent of Schools:

Lisa Sargenti, FMB Guidance Counselor
Jennifer McKeown, LPS Guidance Counselor

13. **School Nurse Summer Days:** Approve up to 5 summer days as follows for school nurse at their per diem rate, as recommended by the Superintendent of Schools:

Cara Brock, FMB School Nurse
Erik Burneyko, LPS School Nurse

14. **2023 Extended School Year Teachers:** Approve the following Teachers for the Extended School Year for the period July 5, 2023 - August 1, 2023 for 4 hrs/day for 20 days at a rate of $50 per hour, as recommended by the Superintendent of Schools.

Mary Freeman
Justin Iazzetti
Leo LaBarge
Melissa Maney
Alyssa Maxwell
Kim Rosselli
Claire Serratelli

15. **2023 Extended School Year ParaProfessionals:** Approve the following ParaProfessionals for the Extended School Year for the period July 5, 2023 - August 1, 2023 for 4 hrs/day for 20 days at a rate of $20 per hour, as recommended by the Superintendent of Schools.

Lorena Adelhoch
Stephanie Cook
Amy Finley
Alexis McGuire
Laurie Mortillo

Marianne Nichols
Jennie Pike
Maria Roque
Leah Slobodzian
Lisa Sumski
Bozena Toczynski

16. **2023 Extended School Year Speech/Language Therapist:** Approve Alison DelDuca, Speech/Language Therapist for the Extended School Year, as needed during the period July 5, 2023 - August 1, 2023 for the hours/days as determined by need at a rate of $50/hour, not to exceed $4,000, as recommended by the Superintendent of Schools.

17. **2023 Summer Programs Nurse:** Approve Erik Burneyko as Nurse for the Extended School Year and Summer Academy (to be paid out of ESSER II funds) during the period July 5, 2023 - August 1, 2023 (20 days total) for 4 hours/day at a rate of $50/hour, not to exceed $4,000, as recommended by the Superintendent of Schools.

18. **2023 Safety Town:** Approve the following individuals for the Safety Town Program for the period July 5, 2023 through July 13, 2023, for the hours/days and salary listed below, as recommended by the Superintendent of Schools.

Julianne Sabo	Lead Teacher	7 days, 3 hrs/day, $50/hour	Total $1,050
Joanne McDole	ParaProfessional	7 days, 3 hrs/day, $20/hour	Total $420

19: **Kindergarten Screener**: Approve Cary McNeely Cotto to screen new kindergarten registrations over the summer for up to 2 days, 6 hours a day, $50/hour, as recommended by the Superintendent of Schools.

20. **Temporary Summer Custodians:** Approve the following temporary summer custodians for the 2023-2024 school year, at a rate of $15/hour, pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

Daniel Nasca

21. **ParaProfessional Part-Time New Hire(s):** Approve, retroactively, the following for the 2022-2023 school year, without benefits, prorated to start date and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

NAME	START DATE	SCHOOL	FTE	ASSIGNMENT **	TIME	HOURS	STEP	SALARY

Renee Ferguson	4/24/23	FMB	.95	Shared para LLD	8:30-2:15	28.75	1	$23,964

** Subject to Change

22. **Enrichment Camp Completion**: Approve the payment for completion of the after school enrichment camps for the following staff at a rate of $400 per camp to be paid through the ESSER II-Learning Acceleration Sub Grant, as recommended by the Superintendent of Schools.

Kara Hauptly
Alyssa Garretson
Nicole Sautter
Kim Rosselli
Suzanne Ross
Melissa Maney
Claire Serratelli
Julianne Sabo

23. **BA Merit Goal Approval:** Approve the completion of the first merit goal, according to Section IV of the Business Administrator's contract, for the 2022-2023 school year for a 1.25% qualitative Merit Goal in the amount of $1,452 to complete, oversee and help ensure completion and efficiency of all new grants and that it be submitted to the County Superintendent for final approval, as recommended by the Superintendent of Schools.

24. **BA Merit Goal Approval:** Approve the completion of the second merit goal, according to Section IV of the **Business Administrator**'s contract, for the 2022-2023 school year for a 1.25% qualitative Merit Goal in the amount of $1,452 to work on preparing and seeing out the Preschool Expansion Aid grant and that it be submitted to the County Superintendent for final approval, as recommended by the Superintendent of Schools.

25. **Superintendent's Merit Goal:** Approve the achievement and payment of $5,645.58 merit goal for **Dr. Clifford Burns,** Superintendent of Schools, for improving teacher effectiveness in our school district through improved evaluation feedback for the 2022-2023 school year, as approved by the Executive County Superintendent of Schools.

26. **Tenure Position - Crystal Lowery**: Approve Crystal Lowery, Payroll Coordinator, to receive a tenure position in the Andover Regional School District as of June 16, 2024, as recommended by the Superintendent of Schools.

27. **Home Instruction:** Approve Leo LaBarge, Teacher, as a Home Instructor for Student #1791879884, starting on or around 5/15/2023 to the end of the school year, for up to 3 hrs/wk, at a rate of $50/hour, as recommended by the Superintendent of Schools.

28. **Paraprofessional Additional Hours:** Approve paraprofessionals for additional hours, outside of their scheduled hours, to be paid at their hourly rate, as recommended by the Superintendent of Schools.

29. **Substitutes:** Approve the following substitute(s) for the 2022-2023 school year pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

Leslie Brooks - Substitute Teacher & Substitute Secretary
Deborah DiMatteo - Substitute Teacher
Celia Reynolds - Substitute Teacher

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

Alert 230

P 0144	Board Member Orientation and Training (Revised)
P & R 2520	Instructional Supplies (M) (Revised)
P 3217	Use of Corporal Punishment (Revised)
P 4217	Use of Corporal Punishment (New)
P 5305	Health Services Personnel (M) (Revised)
P & R 5308	Student Health Records (M) (Revised)
P & R 5310	Health Services (M) (Revised)
P 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P 6115.04	Federal Funds – Duplication of Benefits (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P 7440	School District Security (M) (Revised)
P 9100	Public Relations (Abolished)
P 9140	Citizens Advisory Committees (Revised)
R 9140	Citizens Advisory Committee (M) (Abolished)

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Hertenstein, Mr. Minnick, Dr. Neubig, Mr. Porter and Dr. Koroski

No: None

Abstain: Mr. Porter on resolution #6

B. FINANCE/OPERATIONS:

Ms. Byron moved and Mr. Minnick seconded, that the Andover Regional Board of Education approve resolutions #1-26 as presented:

1. **Bills List**: Approve/accept the Bills List from April 27, 2023 through May 10, 2023 for a total of $1,303,833.87 as recommended by the Superintendent of Schools.

2. **Petty Cash**: Approve/accept the Petty Cash Checking Account Report for April 2023, as recommended by the Superintendent of Schools.

3. **Building Use for 2022-2023 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
PTA	Teacher Appreciation	5/9/23 & 5/11/23	Yes	LPS & FMB

4. **Maintenance Reserve Proposals:** Approve, the following project to be paid out of maintenance reserve, as recommended by the Superintendent of Schools:

Project	Amount not to exceed:
LPS & FMB Painting	$2,075

5. **Policies and Regulations:** Approve all in-force policies, regulations, motions and contracts of the Board for the 2023-2024 school year or until such time that they are needed, deleted or modified, as recommended by the Superintendent of Schools.

6. **2023 Safety Town**: Approve the Safety Town program for the period of July 5, 2023 through July 13, 2023 at the Florence M. Burd School from 9-11am (staff hours will be 8:30-11:30am), as recommended by the Superintendent of Schools.

7. **Homecare Therapies dba/ Horizon Healthcare Staffing Contract**: Approve Homecare Therapies dba/ Horizon Healthcare Staffing contract for various health services at various rates per the contract for the 2023-2024 school year, as recommended by the Superintendent of Schools.

8. **Teach 4 Results Contract**: Approve Teach 4 Results contract for professional development services at a cost of $24,250 for the 2023-2024 school year to be paid out of the ESSER II & ESSER

III grant, as recommended by the Superintendent of Schools.

9. **Care Solace Service Agreement**: Approve Care Solace Service agreement for mental health services at a cost of $7,500 for the 2023-2024 school year to be paid out of the ESSER III- Mental Health subgrant, as recommended by the Superintendent of Schools.

10. **Western Pest Services Agreement**: Approve Western Pest Services agreement for pest services at a one time cost of $100 for intensive treatment and a $40 service fee per month for Florence M. Burd School for the 2023-2024 school year, as recommended by the Superintendent of Schools.

11. **Western Pest Services Agreement**: Approve Western Pest Services agreement for pest services at a one time cost of $145 for intensive treatment and a $40 service fee per month for Long Pond School for the 2023-2024 school year, as recommended by the Superintendent of Schools.

12. **Phoenix Advisors Agreement**: Approve Phoenix Advisors for municipal advisor and continuing disclosure services at a cost of $1,350 for the 2023-2024 school year, as recommended by the Superintendent of Schools.

13. **Sussex County Ed. Services Commission Ancillary Agreement**: Approve Sussex County Ed. Services Commission Ancillary Agreement for ancillary services for the 2023-2024 school year as per the rate sheet, as recommended by the Superintendent of Schools.

14. **Support of S3203/A4835 - Bills:** Approve and support bills S3203/A4835 which permit the holder of a Type S school bus certificate to operate a Type S school bus to transport children to and from school without obtaining a commercial driver license.

WHEREAS, school district budgets are strained from unexpected increases in transportation costs; and

WHEREAS, the costs associated with hiring, training and retaining school bus drivers with the requisite commercial driver licenses (CDLs) has also risen significantly; and

WHEREAS, there exists a national shortage of qualified drivers possessing CDLs; and

WHEREAS, the shortage of school bus drivers with CDLs has severely impacted the ability of local districts across the state to meet the demand for adequate bus services to district students.

NOW, THEREFORE, BE IT RESOLVED, that the Andover Regional Board of Education in the county of Sussex call upon the New Jersey State Legislature to immediately pass the aforementioned

bill(s), and be it further

RESOLVED, that the Andover Regional School District in the county of Sussex, urge the Governor to sign this legislation upon legislative approval; and be it further

RESOLVED, that a copy of this resolution be forwarded to Governor Murphy, State Treasurer Muoio, Senate President Scutari, Assembly Speaker Coughlin, Senator Robert Menendez, Senator Cory A. Booker**,** Senator Steven V. Oroho, Assemblyman Parker Space, Assemblyman Harold J. Wirths, and the New Jersey Association of School Business Officials, as recommended by the Superintendent of Schools.

15. **Craig School Tuition Contract**: Approve The Craig School tuition for student ID#3989897762 at a cost of $61,710, including additional costs for speech and occupational therapy for a period from September 2023 through June 2024, as recommended by the Superintendent of Schools.

16. **Craig School ESY Tuition Contract**: Approve The Craig School ESY tuition for student ID#3989897762 at a cost of $2,360 including additional costs for speech therapies for a period from July 2023 through August 2023, as recommended by the Superintendent of Schools.

17. **Checks to be paid:** Appoints the Superintendent as claims auditor for the 2023-2024 and 2022-2023 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 2022-2023 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.

18. **2023-2024 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. 911 Inform, Inc.	2. A.M.E. Inc.
3. A.Priore & Son	4. AC Daughtry, Inc.
5. Adam Krass Consulting LLC	6. Advancing Opportunities, Inc.
7. Aero Environmental Services, Inc.	8. AESFire, LLC
9. Alarm & Communication Technologies, Inc.	10. Alliance Pest Services, Inc.

11. Altech Inc.	12. AmCase
13. Ardito & Company, LLC	14. Atlantic Tomorrows Office
15. Backupify	16. Bayada Home Health Care
17. Best Choice Home Care, LLC	18. Blackboard, Inc.
19. Blue Diamond Disposal	20. Bogush, Inc.
21. Brightspeed	22. Brillante, Dr. Pam
23. Capela, Cara	24. Casella, Dr. Joseph
25. CDK Systems, Inc.	26. Center for Prevention & Counseling
27. Chapel Hill Academy	28. Combustion Service Corp
29. Confires Fire Protection Services, LLC	30. Corby Associates, Inc.
31. CP Engineers, LLC	32. Crossroads Pavement Management, LLC
33. Crotty Electric, LLC	34. D2 Cybersecurity
35. Delta Dental of New Jersey, Inc.	36. Duga Construction, LLC
37. Duncan Power Washing, LLC	38. E&G Exterminators, Inc.
39. Educational Data Services	40. Elizabethtown Gas
41. EM Electrical Contractors	42. Endurance Sports Floors, LLC
43. Emilcott	44. First Student, Inc.
45. FP Mailing Solutions	46. Frontline Technologies Group, LLC
47. Genesis Educational Services, Inc.	48. Go Guardian
49. Go To Communications, Inc.	50. Granite Telecommunications, LLC
51. Green Township Board of Education	52. Griffith Shade Company, Inc.
53. Handle With Care Behavior Management System, Inc.	54. Horizon Healthcare Staffing
55. Horizon Software International, LLC	56. Hunter Technologies
57. Iron Mountain Mechanical, LLC	58. J & B Therapy, LLC

59. JCP&L	60. Jersey Mail Systems
61. Johnsons Controls	62. K.C.G Inc.
63. KI	64. Kroll, LLC
65. Lakeside Counseling Associates, LLC	66. Laumar Roofing Co., Inc.
67. LogMeIn Communications, Inc.	68. Lyons Environmental Services, LLC
69. Maschios Food Services Inc.	70. Morris County Educational Services Commission
71. Municipal Capital Finance	72. New Jersey Commission for the Blind & Visually Impaired
73. New Jersey Door Works, LLC	74. New Jersey Schools Insurance Group
75. Newton Board of Education	76. On-Tech Consulting, Inc.
77. P.G. Chambers School	78. Parette Somjen Architects, LLC
79. Paxos Electric Company, LLC	80. Phoenix Advisors, LLC
81. PickUp Patrol, LLC	82. Pitney Bowes Global Financial Services, LLC
83. Planet Networks	84. Porzio, Bromberg & Newman PC
85. Premier Health Associates	86. R&L Data Center, Inc.
87. R-D Trucking	88. Realtime Information Technology, Inc.
89. Ridge & Valley Charter School	90. Rotter, Kathleen M.
91. Saint Clare's Hospital Behavioral Health	92. Scarinci Hollenbeck, LLC
93. Schoolwide, Inc.	94. Screencastify, LLC
95. Signarama Ledgewood	96. SiteOne Landscape Supply, LLC
97. Spotify, USA, Inc.	98. Stocker Bus Company
99. Strauss Esmay Associates LLP	100 SunVest Solar
101. Sussex County Charter School	102. Sussex County Educational Services

103. Sussex County Regional Cooperative	104. Sussex County Technical School
105. The Craig School	106. Touchpoint Industries, LLC
107. Township of Newton	108. Township of Randolph
109. TransFinder Corporation	110. Treadstone Risk Management, LLC
111. Tri-County Behavioral Health Care, LLC	112. Verizon Wireless
113. Vexda Construction, LLC	114. William Grennille
115. The Windsor School	116. Windsor Learning Center

19. **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, 2023 through June 30, 2024, as recommended by the Superintendent of Schools.

20. **Appointments:** Approval of the following appointments for the 2023-2024 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 Affirmative Action Officer, Homeless Liaison & District 504 Coordinator

c. Appoint Mrs. Rene Metzgar as the Treasurer of School Monies

d. Appoint Nicole Dilkes, elementary school principal as the ADA/504 Officer

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

f. Approve AERO Environmental Services, Inc. as the Right to Know Compliance Officer

g. Approve B&G Supervisor as the following:

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

h. Approve Mr. Giovanni Mancini of Treadstone Risk Management LLC as Broker of Record for all Board policies and dental insurance, excluding SEHBP Medical & Prescription insurance policies; PCD is on file;

i. Approve Student Accident Insurance proposal from Bob McCloskey Insurance for the term of 7/1/2023 to 7/1/2024 with an annual premium of $2,008.

j. Approve all Business Office/Central staff members: Ms. Sylvester, Ms. Housby, Mrs. Lowery, 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 each per quarter per person; travel reimbursement at the current New Jersey mileage rate; subject to change as per the District's Travel Policy.

21. **Extraordinary Aid Application:** Approve the submission of the Extraordinary Aid Application for the 2023-2024 school year as per students' I.E.P.s, as recommended by the Superintendent of Schools.

22. **Tax Levy Payments:** Approve the amount of tax monies required for school purposes for the 2023-2024 school year is $15,330,238 for General Fund and $722,077 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, 2023	$1,166,245.16		January 1, 2024	$1,166,245.16	
August 1, 2023	$1,166,245.16	$329,591.50	February 1, 2024	$1,166,245.16	$329,591.50
September 1, 2023	$1,166,245.16		March 1, 2024	$1,166,245.16	
October 1, 2023	$1,166,245.16		April 1, 2024	$1,166,245.16	

November 1, 2023	$1,166,245.16		May 1, 2024	$1,166,245.16	
December 1, 2023	$1,166,245.16		June 1, 2024	$1,166,245.24	
Total 2023:	**$6,997,470.96**	**$329,591.50**	**Total 2024:**	**$6,997,471.04**	**$329,591.50**
			Subtotals	**$13,994,942.00**	**$659,183.00**
			Total FY23-24 Certified Levy	**$14,654,125.00**	

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, 2023	$111,274.66		January 1, 2024	$111,274.66	
August 1, 2023	$111,274.66	$31,447.00	February 1, 2024	$111,274.66	$31,447.00
September 1, 2023	$111,274.66		March 1, 2024	$111,274.66	
October 1, 2023	$111,274.66		April 1, 2024	$111,274.66	
November 1, 2023	$111,274.66		May 1, 2024	$111,274.66	
December 1, 2023	$111,274.66		June 1, 2024	$111,274.74	
Total 2023:	**$667,647.96**	**$31,447.00**	**Total 2024:**	**$667,648.04**	**$31,447.00**
			Subtotals	**$1,335,296.00**	**$62,894.00**
			Total FY23-24 Certified Levy	**$1,398,190.00**	

23. **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 2023-2024 school year as recommended by the Superintendent of Schools.

24. **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 2023-2024 school year.

25. **Maschio's Food Service Contract**: Approve 5th year contract renewal with Maschio's Food Service Inc. as the cafeteria food service vendor for the 2023-2024 school year. The management fee will be $12,561 and the guarantee subsidy will be breakeven for a period from July 1, 2023 through June 30, 2024, at a total cost of the contract at $173,711.28 stated on Form 23, as recommended by the Superintendent of Schools.

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

Name	Program	Credits	Location	Cost per Credit	Reimbursement Cost	Dates
Marianela Torres	Master's Degree in Spanish Language and Culture	200 Hours	University of Salamanca		$1,600	Summer I 2023

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Hertenstein, Mr. Minnick, Dr. Neubig, Mr. Porter and Dr. Koroski

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

Mr. Porter moved and Dr. Neubig seconded, that the Andover Regional Board of Education approve resolutions #1-3 as presented:

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**
Dawn O'Connell	Strengthening Your Title I Program: Powerful Intervention Strategies to Accelerate Achievement for Struggling Students	June 28 & 29, 2023	Registration: $595.00
Linda Kristiansen	Sussex County Regional Coop Annual Meeting Roxbury, NJ	May 2, 2023	Mileage: $18.42
Melinda Housby	RealTime Rockaway, NJ	June 6, 2023	Mileage: $15.42
Suzanne Ross	Crisis Prevention Training (3-day certificate program) West Orange, NJ	June 13-15, 2023	Registration: $4,249.00

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**
Dave Petersen Grade 5 **Already BOE approved on April 26, 2023 agenda, but additional transportation needed.**	May 5, 2023 Sterling Hill Mining Museum Ogdensburg, NJ			** additional transportation needed ** First Care Medical WC w/lift and lockdowns $830.96	$830.96

3. **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**

Tom Carle Jill Granholm Choir, Band & handbells	June 9, 2023 9:00am-2:00pm Lake Lenape Andover, NJ Performance Opportunity, Classroom Mgmt.	Students: 65 Teachers: 4 Tom Carle Jill Granholm TBD TBD ParaProfessionals: 0 Nurse: 1 Parent Chaperones: 4-8 No names given	$14.60	First Student Inc., Andover $75.00 per bus x 2 = $150.00	$0

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Hertenstein, Mr. Minnick, Dr. Neubig, Mr. Porter and Dr. Koroski

No: None

Abstain: Mrs. Dunbar on resolution #3

COMMUNICATIONS TO BOARD: None at this time.

OLD and NEW BUSINESS: None at this time.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:

Below are the comments from the Public, all questions were answered and discussed, if applicable.

Mr. O'Dile- Asked if the information displayed on the digital signs goes through any type of approval, what type of messages (are they the same?) are displayed at each school and could the town and boro post their items on our signs, discussion ensued.

EXECUTIVE SESSION:

Mrs. Dunbar moved adoption of the following resolution:

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

NOW, THEREFORE, BE IT RESOLVED by the Andover Regional Board of Education, County of Sussex, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon the hereinafter specified

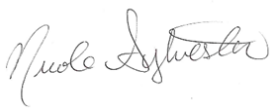
subject matter; 2. The general nature of the subject matter to be discussed is as follows: negotiations, legal and personnel matters; 3. It is anticipated at this time that the above stated subject matters will be made public upon resolution of all information discussed; 4. This resolution shall take effect immediately; the Board anticipates being approximately 60 minutes to discuss personnel matters and no action will be taken.

Motion was seconded by Mr. Minnick at 8:05 p.m. and unanimously CARRIED in a voice vote.

RETURN TO REGULAR SESSION: Mrs. Dunbar moved to return to regular session, seconded by Mr. Minnick and unanimously CARRIED in a voice vote at 9:08 p.m.

Adjournment: Dr. Neubig moved to adjourn the meeting, seconded by Mr. Hertenstein and approved at 9:12 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,



Nicole Sylvester

Business Administrator/Board Secretary