Andover Regional Board of Education Regular Meeting

February 23, 2022

Attendance:

Present: Mrs. Maria Dunbar, Mrs. Rebecca Bearden, Mr. Brian Hertenstein, Dr. Robert Koroski, Mr. Steven Minnick, Mr. William Porter and Mrs. Lena Sciroppo

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

Not Present: Mr. James Fetcho and Dr. Jeffrey Neubig

I. INTRODUCTORY ITEMS

President Koroski called the meeting to order at 7:35 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."

Dr. Koroski gave his condolences on behalf of the Board of Education to the family and friends for the loss of Henri Kyle, former LPS student.

Ms. Sylvester swore in Mr. Brian Hertenstein who read the Oath of School Board Members.

II. EXECUTIVE SESSION: None at this time.

III. PRESENTATION(S): None at this time.

IV. APPROVAL OF MINUTES:

Mrs. Bearden moved and Mrs. Dunbar 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.

January 26, 2022 Regular Meeting Minutes

Roll Call Vote:

Yes: Mrs. Dunbar, Mrs. Bearden, Mr. Hertenstein, Dr. Koroski, Mr. Minnick and Mrs. Sciroppo

No: None

Abstain: Mr. Porter

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. Koroki
Sussex County Educational Services	Mrs. Dunbar	Dr. Koroki
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 gave his report on Personnel/Policy which included personnel vacancies, safe

return plan updates and budget review, discussion ensued.

Ms. Sylvester gave her report on Finance/Operations which included the 2022-2023 budget and the district's feasibility study, discussion ensued.

Mrs. Dunbar gave her report on Curriculum/Instruction which included the plan for safe return, NJSLA testing, professional development days and the one school one book initiative, discussion ensued.

VI. SUPERINTENDENT REPORT:

A. Dr. Burns introduced and welcomed Cara Brock, our new FMB school nurse!
B. Dr. Burns gave an update and highlighted the successful school and District events.
C. Dr. Burns reported that we are no longer in the high range for the County/State Health update indicating that as of March 7, 2022, masks will be optional for staff and students, however; masks are still mandated on school buses.
D. Dr. Burns gave his monthly HIB Report.

Mrs. Bearden moved and Mrs. Sciroppo 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: Mrs. Dunbar, Mrs. Bearden, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo 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

- Completed NAEP testing. A special thank you goes to our fourth grade students. The representatives from NAEP were very impressed with their manners and attention to the task.
- WIDA test training and testing schedule have been completed.
- NJSLA test training has been completed. An initial meeting was held with Ms. Housby and the planning process has begun

- A PLC at FMB was dedicated to grade levels reviewing the new Social Studies standards in preparation for the Tri-district curriculum mapping sessions. Feedback was gathered.
- An early release was held for students on February 7 to allow for staff professional development. Major areas of focus for the day included CPR training, differentiation work, department meetings, vertical articulation at the elementary level, and kindergarten orientation preparation.
- A review/audit of all grants and outstanding allocations was held with the administrative team
- Tri-District Social Studies Curriculum Mapping was completed in grades K-5.
- Tri-District PE Curriculum Mapping was completed in grades 3-8. Health Curriculum mapping was completed in grades 6-8.
- Tri-District Curriculum Supervisors met with Tri-District Superintendents to share progress, needs, and direction to date.
- We are continuing to work with Amplify on technology issues on their end. They have agreed to mark this year as a pilot and extend our license through next year.
- Created a week of activities, with input from the Love of Reading Week committee, for our whole school read aloud and presented to grade level teams at FMB.
- Love of Reading Week activities. We are excited to be participating in our One School, One Book initiative this year with grades K-4 in honor of the community building reading strategy, the read aloud. Students will be introduced to the book on Friday. A week of Spirit Days has been prepared for each school.
- Junior Solar Sprints Invitations were sent to 6-8 grade students. The club will start in the next couple of weeks.
- Attended the state ELL supervisors committee meeting.
- Attended an administrative observation evaluation meeting.
- Organized and attended a Danielson Instrument webinar with the Danielson Group.
- Attended a half day Northwest Equity Consortium Training titled: "Creating Democratic Classrooms: Developing Empathy and Community."

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

- Attended NJASA Techspo ‘22 technology conference
- Set up and installed multiple Promethean ActivPanels at FMB and LPS
- Reviewed mandatory NJSLA training for District Technology Coordinators

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 2022** the following meetings were held:
  * New Preschool Referral: 2
  * New Referrals: CST 5, Speech 0

* Annual Reviews: CST 4, Speech 0
* Eligibility Meetings: CST 10, Speech 0
* Transfer out of district: CST 1, Speech 0
* Transfer into district: CST 1
* Declassified: CST 0 Speech 0
* Newly Classified CST 0, Speech 0
* Other meetings: CST 3, Speech 0, 504 1
* **Total number of IEPs**: **CST=76 Speech = 10 Total=86**
* **Total number of 504's = 20**
* **Total number of RTI Speech Action Plans=16**

- Ongoing collaboration with the county and state officials in regards to educational planning for the 2021/2022.
- Participated in SW Special Education Directors/Supervisor's Group virtual discussion regarding updates with the NJDOE on special education.
- Ongoing collaboration with the administrative team regarding operations, programs and schedules, and needs of staff and students etc..
- Coordination of budgeting for the 2022/2023 school year.
- Collaborated with the Administrative Team regarding planning and programming for the 2022/2023 school year.
- Ongoing review of student data, and programming for RTI purposes.

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

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

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Ms. Sylvester stated State Aid numbers were pushed out to March 10th, with the Governor's address being on March 8th. Therefore, she indicated that the March board meeting was pushed back a week to March 23, 2022.
- Ms. Sylvester reported on the potential Chapter 44 adjustment to the tax levy if the State sees a savings. Ms. Sylvester indicated that if this does happen she will appeal this adjustment.

VIII. PUBLIC PARTICIPATION ON AGENDA ITEMS:

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

Ms. Owusu expressed her opinions on the mask mandate and asked the Board to consider not

having students and staff wear masks.

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Porter moved and Mr. Minnick seconded, that the Andover Regional Board of Education approve resolutions #1-11 as presented:

1. **New Hire:** Approve Paige Ortega as full-time **school social worker** with start date of March 10, 2022 through June 30, 2022 at MA 30 Step 4, with a salary of $67,529 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

2. **New Hire:** Approve Amy LeRoy as full-time **day custodian** with start date on or before March 1, 2022 through June 30, 2022 Step 1, with a salary of $35,540 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

3. **New Hire:** Approve retroactively Cara Brock as full-time **school nurse** with start date of February 22, 2022 through June 30, 2022 at BA Step 1, with a salary of $56,385 (salary may be subject to adjustment upon conclusion of AREA negotiations and after successor Collective Negotiation Agreement is ratified by the Association and approved by the BOE) pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

4. **Resignation**: Approve and accept with best wishes the February 7, 2022 resignation of Elaine Cooke, ParaProfessional, prior to her start date of March 1, 2022, as recommended by the Superintendent of Schools.

5. **Schedule B Revision**: Approve the revised and attached Schedule B recommendations for the 2021-2022 school year, as recommended by the Superintendent of Schools.

6. **Substitutes for the 2021-2022 School Year**: Approve the employment of the following substitute(s) for the 2021-2022 school year pending criminal history and background check, as recommended by the Superintendent of Schools.

POSITION	NAME
Sub Para/Teacher	Ryan Curtis
Sub Teacher	Lauren Lombardo

7. **ParaProfessional Increase Hours**: Approve Jennie Pike, paraprofessional, for an increase to 27.5 hours per week, (previously 25 hrs/wk), at a Step 6 pro-rated salary of $24,547 retroactively to February 7, 2022, as recommended by the Superintendent of Schools.

8. **Academic Tutors**: Approve the following district staff members to serve as academic tutors to students needing academic support at $50 an hour (not to exceed 30 hours each) as part of the Title I grant, as recommended by the Superintendent of Schools.

- Mr. Mendes
- Mrs. Coffey
- Mrs. Publik
- Mrs. Morrell
- Mr. Petersen
- Mrs. Myers
- Mr. Labarge
- Ms. Bogert

9. **Remediation Coordinator**: Approve Jennifer Bogert as coordinator of before/after school remediation support at $50 an hour (not to exceed 30 hours) as part of the Title I grant, as recommended by the Superintendent of Schools.

10. **Volunteers**: Approve the attached volunteers for the 2021-2022 school year, as recommended by the
Superintendent of Schools.

11. **First Reading of Policies & Regulations**: Approve the first reading of the following policy, as recommended by the Superintendent of Schools.

Alert 226

P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
P & R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
R 2460.30	Additional/Compensatory Special Education and Related Services (M) (New)
P 2622	Student Assessment (M) (Revised)
R 2622	Student Assessment (M) (New)
P 3233	Political Activities (Revised)
P 5541	Anti-Hazing (M) (New)
P 7540	Joint Use of Facilities (Revised)

P & R 8465 Bias Crimes and Bias-Related Acts (M) (Revised)
P 9560 Administration of School Surveys (M) (Revised)

Roll Call Vote:

Yes: Mrs. Dunbar, Mrs. Bearden, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo and Dr. Koroski

No: None

Abstain: None

B. FINANCE/OPERATIONS:

Mr. Porter moved and Mr. Hertenstein seconded, that the Andover Regional Board of Education approve resolutions #1-12 as presented:

1. **Treasurer & Board Secretary's Certification and Report**: Approve the January 2022 Board Secretary's and Treasurer's Reports pursuant to N.J.A.C. 6A:23-16.10(c)3, we certify that as of January 2022 after review of the secretary's monthly 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. 6A:23A-16.10(c)4, 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.

2. **Bills List**: Approve/accept the Bills List from January 27, 2022 through February 23, 2022 for a total of $2,104583.92 as recommended by the Superintendent of Schools.

3. **Petty Cash**: Approve/accept the Petty Cash Checking Account Report for January 2022, as recommended by the Superintendent of Schools.

4. **Transfers**: Approve/accept the Transfer Report for January 2022, as recommended by the Superintendent of Schools.

5. **Building Use for 2021-2022 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	Book Fair	3/4/22-3/10/22 FMB 3/14/22-3/18/22 LPS	Yes	FMB & LPS
East West Karate Academy	Karate Show	3/26/2022	Yes	LPS

6. **2022-2023 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 2022-2023 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 2022-2023 school year as recommended by the Superintendent of Schools.

7. **Rescind CAFR**: Rescind the November 22, 2021 Finance/Operation resolution #12 as recommended by the Superintendent of Schools.

> *12. **Comprehensive Annual Financial Report - June 30, 2021:** Approval to accept the report of the auditors, with no audit recommendations, Ardito & Co., LLP for the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2021, as recommended by the Superintendent of Schools.*

8. **Annual Comprehensive Financial Report (ACFR) - June 30, 2021:** Approval to accept the report of the auditors, with no audit recommendations, Ardito & Co., LLP for the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2021, as recommended by the Superintendent of Schools.

9. **Maintenance Reserve Proposals:** Approve as of February 2, 2022 the following project to be paid out of maintenance reserve, as recommended by the Superintendent of Schools:

Project	Amount not to exceed:
Clock Upgrades	$16,600
Digital Signs	$20,000

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

Name	Program	Credits	Location	Cost per Credit	Reimbursement Cost	Dates

Kara Hauptly	15:290:555 Makerspace Safety & Emergency Lab	3	Rutgers	$757.50	$2,272.50	Summer I
Kara Hauptly	15:290:554 Designing/Facilitat-ing Maker Centered Learning Enviro.	3	Rutgers	$757.50	$2,272.50	Summer II

11. **2022 Extended School Year:** Approve the Extended School Year program for the period of July 5, 2022 through August 1, 2022 (excluding July 4, 2022 [holiday]), as recommended by the Superintendent of Schools.

12. **Plan for Safe Return**: Approve Andover Regional School District updated Plan for Safe Return (attached) for the school year 2021-2022, as recommended by the Superintendent of Schools.

Roll Call Vote:

Yes: Mrs. Dunbar, Mrs. Bearden, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo and Dr. Koroski

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

Mrs. Dunbar moved and Mrs. Sciroppo seconded, that the Andover Regional Board of Education approve resolutions #1-2 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
Tammy Antonucci	Dyslexia Conference Newark, NJ	April 6-7, 2022	Registration: $489.00 Mileage: 32.8
Jessica Hubble	Dyslexia Conference Newark, NJ	April 6-7, 2022	Registration: $489.00 Mileage: 32.8
Rebecca Morrell	Strengthen Your RTI Program Online	March 9-10, 2022	Registration: $545.00
Deborah Shick	Developing Growth Mindset in Mathematics West Orange, NJ	March 23, 2022	Registration: $279.00

2. **Professional Development Workshop:** Approve the District Professional Development for Nicole Sylvester for travel and expense reimbursement for the 2022 annual NJASBO Workshop, in Atlantic City, New Jersey, on June 7-10, in accordance with the Andover Regional Board of Education travel policies and pursuant to N.J.A.C. 6A:23A-7, et. seq., as follows: Lodging Cost: $96 + occupancy fees, not to exceed three (3) nights paid by the Board, Conference Registration: $275 registration fee, Meals and Incidentals Expense: $59 per diem for a full day; $44.25 per diem (75%) for travel days, Parking: Not to exceed $10, Tolls: Not to exceed $15, as recommended by the Superintendent of Schools.

Roll Call Vote:

Yes: Mrs. Dunbar, Mrs. Bearden, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo and Dr. Koroski

No: None

Abstain: None

COMMUNICATIONS TO BOARD: None at this time.

OLD and NEW BUSINESS: None at this time.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS: None at this time.

EXECUTIVE SESSION:

Mrs. Bearden 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:

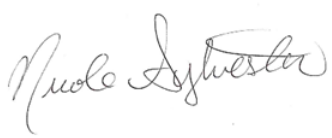
1. The public shall be excluded from discussion and action upon the hereinafter specified subject matter; 2. The general nature of the subject matter to be discussed is as follows: negotiations, legal and personnel matters; 3. It is anticipated at this time that the above stated subject matters will be made public upon resolution of all information discussed; 4. This resolution shall take effect immediately; the Board anticipates being approximately 45-60 minutes to discuss the draft feasibility study and no action will be taken.

Motion was seconded by Mr. Porter at 8:00 p.m. and unanimously CARRIED in a voice vote.

RETURN TO REGULAR SESSION: Mr. Porter moved to return to regular session, seconded by Mr. Minnick and unanimously CARRIED in a voice vote at 9:33 p.m.

Adjournment: Mr. Porter moved to adjourn the meeting, seconded by Mrs. Sciroppo and approved at 9:33 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,



Nicole Sylvester

Business Administrator/Board Secretary