ANDOVER REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING

LONG POND SCHOOL
707 LIMECREST ROAD, NEWTON, NEW JERSEY 07860
APRIL 27, 2022 at 7:30 pm

BOARD OF EDUCATION

Brian Hertenstein	**James Fetcho**	**Jeffrey Neubig**
Rebecca Bearden	**Robert Koroski**	**William Porter**
Maria Dunbar	**Steven Minnick**	**Lena Sciroppo**

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 ensure 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:

_____Mrs. Bearden	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Dr. Neubig
_____Mr. Porter	_____Mrs. Sciroppo	_____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):

- Superintendent Roundtable Student of the Year - Evangeline Barry
- 2022-2023 ARSD Budget

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

March 23, 2022 Regular Meeting Minutes

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

Roll Call:

_____Mrs. Bearden	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Dr. Neubig
_____Mr. Porter	_____Mrs. Sciroppo	_____Dr. Koroski

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

VI. SUPERINTENDENT REPORT:

A. Successful School/District Events
B. ARSD Health Update
C. HIB Report - Approval of HIB Report (Monthly)

Resolve that the Board of Education accepts the attached HIB Report**,** as recommended by the Superintendent of Schools.

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

Roll Call:

_____Mrs. Bearden	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Dr. Neubig
_____Mr. Porter	_____Mrs. Sciroppo	_____Dr. Koroski

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

- Summer Programming Planning has been completed with the administrative team. Student invites are being sent in order to allow for continued planning for transportation and personnel.
- Worked with the administrative team on budget planning, personnel placements, and preliminary scheduling discussions.
- We have completed mandatory WIDA testing and are preparing for NJSLA state testing which will begin in early May for FMB and continue at LPS in mid May.
- Staff participated in training during our April 25 PLC to include a number of different technology security measures.
- An early release was held for students on April 11 to allow for staff professional development and collaboration. Major areas of focus for the day included NJSLA Test Administration Training, Health Standards work, Differentiation PD, grade K/1 vertical articulation time, RTI meetings, end of year student placement planning.
- Our American Rescue Plan received final approval from the NJDOE.
- Tri-District Curriculum Mapping is completed in Health and PE. One piece remains to be completed for Tri-District Social Studies. We are currently working on revisions to the middle school 21st Century curriculum to include the Computer Science, Design Thinking, Financial Literacy and Life Literacy standards.
- Tri-District Curriculum Supervisors met with Tri-District Superintendents to share progress, needs, and direction to date. We are looking at the possibility of creating time for Tri-District staff collaboration at the October in-service.
- A special thank you to our Occupational Therapist, Nicole Spaldo, for planning a week of activities in celebration of OT Awareness Month. Nicole organized instructional videos and spirit days to help our families, students, and staff to highlight the main goal of Occupational Therapy which is to empower people to fulfill their life's goals and feel confident and efficacious.
- A special thank you to Mrs. Morrell for organizing an exciting Literacy Night for the district. The evening included many literacy themed stations which allowed students to earn stamps and tickets. Tickets were used to win literacy themed prizes at the end of the evening. The Sussex County Library was in attendance to highlight their programs and to help parents to sign up for library cards. A special thank you to the staff in attendance, the grade 8 NJHS members for their participation, and the PTA for their prize donations.

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

- Distributed 20 outlet power strips to all homerooms in preparation for end of school year device returns.
- Deployed 60 new clocks at Long Pond with satellite sync.

- Completed a WiFi heatmap for the Florence M Burd school.

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 **March 2022** the following meetings were held:
  * New Preschool Referral: 1
  * New Referrals: CST 2, Speech 0
  * Annual Reviews: CST 10 Speech 3
  * Eligibility Meetings: CST 13, Speech 1
  * Transfer out of district: CST 0, Speech 0
  * Transfer into district: CST 0
  * Declassified: CST 0 Speech 1
  * Newly Classified CST 1, Speech 1
  * Other meetings: CST 13, Speech 0, 504 6
  * **Total number of IEPs**: **CST=80 Speech = 9 Total=89**
  * **Total number of 504's = 20**
  * **Total number of RTI Speech Action Plans=17**

- 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.
- Provided ongoing updates to CST team members regarding updates.
- Ongoing collaboration with the administrative team regarding operations, programs and schedules, and needs of staff and students etc..
- Ongoing updates to budgeting for the 2022/2023 school year.
- Collaborated with the Administrative Team regarding planning and programming for the 2022/2023 school year.
- Ongoing planning for the ESY/Summer Academy program needs, including transportation. All ESY letters and transportation requests have been completed by the CST office.
- Tri-District Special Services Supervisors met with Tri-District Superintendents to share progress, needs, and direction to date.
- Planning and coordination of student accommodations with CST team members for NJSLA testing.
- Dynamic Learning Maps (DLM) testing has begun for select special needs students.

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:

- Supply Chain Assistance (SCA) Funding– $11,932.28+
- Busing Contracts

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 1-18 be adopted, as presented:

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

Roll Call:

_____Mrs. Bearden	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Dr. Neubig
_____Mr. Porter	_____Mrs. Sciroppo	_____Dr. Koroski

1. **Leave Replacement Teacher**: Approve Brandi Gibbs as leave replacement teacher for Employee ID #756 effective April 11, 2022 through the last day of school, June 17, 2022 at 60 days (Policy #3125.2) substitute pay of $120.00/day and then going on guide at a prorated BA Step 1 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

2. **Revise Leave of Absence**: Approve the updated leave date for Employee ID #756 leave of absence request, commencing on April 1, 2022 (original date was "on/or about May 2, 2022") through the end of the 2021-2022 school year, utilizing 4 sick days, 2 personal days and the rest unpaid, as recommended by the Superintendent of Schools.

3. **Resignation**: Approve and accept with best wishes the resignation of Kaityln Leiby, ParaProfessional, with May 11, 2022 as last day worked, as recommended by the Superintendent of Schools.

4. **Resignation**: Approve and accept with best wishes the resignation of Jacquie Ferdenzi, ParaProfessional, with May 10, 2022 as last day worked, as recommended by the Superintendent of Schools.

5. **Resignation**: Approve and accept with best wishes the resignation of Gavin Bermingham, ParaProfessional, with May 31, 2022 as last day worked, as recommended by the Superintendent of Schools.

6. **Resignation/Retirement**: Approve and accept with best wishes the resignation for retirement purposes of Catherine Silvernail, Teacher, effective July 1, 2022, with June 30, 2022 as last day worked, as recommended by the Superintendent of Schools.

7. **Leave of Absence**: Approve the unpaid leave of absence for employee ID #1293 effective April 25, 2022 with a return date to be determined, as recommended by the Superintendent of Schools.

8. **Revised Leave of Absence**: Approve medical leave of absence for employee ID #1261 effective April 4, 2022 with last day worked before leave as April 1, 2022 (originally "on or about April 25, 2022") through the end of the 2021-2022 school year, as recommended by the Superintendent of Schools.

9. **Principal in Charge:** Approve the following individual as "Principal in Charge" to serve in a volunteer supervisory capacity in the event that our Building Principal is not present in building for professional, personal, or health related reasons for the 2021-2022 school year, as recommended by the Superintendent of Schools. This individual listed holds required certification and has been approved by the County Executive Superintendent, and will have been trained in emergency operation procedures.

- Tammy Antonucci

10. **Sheltered Instruction Course**: Approve the following staff members to be paid $500 each for completion of the Sheltered Instruction Course to be paid from a combination of Title III and Title II funds: Jenn Bogert, Tom Carle, Kara Hauptly, Lauren Huffman, Jeni Moriarty, Claire Serratelli, Deb Shick, Beth Skoldberg, Nicole Smith, & Marianela Torres, as recommended by the Superintendent of Schools.

11. **Schedule B Change**: Approve the following change to the Track and Field Assistant Coach Schedule B Stipend personnel for the remainder of the 2022 season, as recommended by the Superintendent of Schools.

Allison McCurry- served as Assistant Coach from 3/22/22 to 4/7/22
Summer Passannante- will serve as Assistant Coach from 4/12/22 to 5/24/22

12. **Extended Day Class Trip Chaperones**: Approve the following staff to chaperone the two extended day class trips in May and June of this school year, as recommended by the Superintendent of Schools.

May 2: 6th and 7th Grade: Fairview Lake- Outdoor Education
Class Trip Coordinators: Mr. Petersen and Mrs. Myers (already paid via stipend)
Class Trip Chaperones (to be paid $75 each for extended school day hours):
- Mrs. Coffey
- Mr. Zanella
- Mrs. Willemsen
- Mrs. Sajdak
- Mr. Mendes
- Ms. Passannante

Additional Support TBD (to be paid via timesheet)
- Two 1:1 paraprofessionals (required in IEP)
- One nurse

June 3: 8th Grade Trip to Happiness is Camping- Team Building
Class Trip Coordinators: Mr. Petersen and Mrs. Myers (already paid via stipend)

Class Trip Chaperones (to be paid $75 each for extended school day hours):

- Mrs. Torres
- Mrs. Coiro
- Mrs. Passannante

Additional Support TBD (to be paid via timesheet)

- One nurse

13. **Extended Day Class Trip Chaperones**: Approve all LPS faculty and staff be approved to to serve as chaperones of class trips in the case of an unexpected emergency/vacancy, as recommended by the Superintendent of Schools.

14. **Summer Academy/Programming Supervisor**: Approve Nickolas Moustakas, Teacher, as the Summer Programming Supervisor for the Summer Academy program with a stipend of $4,000 to be taken from the American Rescue Plan, ESSER III, as recommended by the Superintendent of Schools.

15. **Curriculum Writing**: Approve Tara Cotter, Teacher, for up to 15 hours of curriculum writing at a rate of $50 an hour not to exceed $750, as recommended by the Superintendent of Schools.

16. **Eagle Scout Service Project**: Approve Edward Flynn to remove brush obstructing the path to and area of outdoor classroom including the large tree and remove the old seating that has fallen into disarray and install new seating at LPS for his Eagle Scout Service Project between May 21 and 22, 2022, as recommended by the Superintendent of Schools.

17. **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 Nurse	Laurie Knies
Sub Para	Patricia Bianco

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

B. FINANCE/OPERATIONS:

Be it resolved that resolution numbers 1-31 be adopted, as presented:

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

Roll Call:

_____Mrs. Bearden	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Dr. Neubig
_____Mr. Porter	_____Mrs. Sciroppo	_____Dr. Koroski

1. **Treasurer & Board Secretary's Certification and Report**: Approve the March 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 March 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 March 24, 2022 through April 27, 2022 for a total of $1,481,383.87 as recommended by the Superintendent of Schools.

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

4. **Transfers**: Approve/accept the Transfer Report for March 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
Andover Township Land Use	Meetings	Various	Yes	FMB/LPS
Andover Newton Girls Softball	Practice & Games	Various	Yes	FMB/LPS
Andover PTA	Kickball Game	June 1, 2022	Yes	LPS
Andover PTA	Various	May 2-6, 2022	Yes	LPS/FMB

6. **2022-2023 Final Budget**: Approve the following motion for the 2022-2023 budget information to be submitted to the County Office, as recommended by the Superintendent of Schools:

A. **WHEREAS,** the tentative budget was approved by the Board of Education on March 23, 2022, and changes are required for the adoption of the final 2022-2023 budget;

WHEREAS, the Chapter 44 reduction in state aid was appealed by the School Business Administrator, and Whereas, the County office and NJDOE has approved the appeal of the reduction to the tax levy of $9,825 and whereas the $9,825 has been put back into the tax levy to cover additional busing expenditures for the 2022-2023 school year budget;

NOW THEREFORE BE IT RESOLVED to adopt the 2022-2023 school district budget as follows:

WHEREAS, the Andover Regional Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current

responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of $1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with the N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of $25,000 for all staff and board members.

B. BE IT RESOLVED that the final budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit the following final budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	***Special Revenues***	***Debt Service***	***Total***
2022-2023 Total Expenditures	$16,856,178	$175,509	$930,000	$17,961,687
Less: Anticipated Revenues	$2,303,564	$175,509	$189,507	$2,668,580
Taxes to be Raised	$14,552,614	$0	$740,493	$15,293,107

This Budget includes sufficient funds to provide curriculum and instruction, which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A.

18A and N.J.A.C. Title 6 and 6A.

This Budget includes programs and services in addition to the Core Curriculum Standards as adopted by the State Board of Education.

C. Be it resolved that the Andover Regional Board of Education, hereby approves the professional services maximum costs for the 2022-2023 school year:

Whereas, NJAC 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for public relations and professional services fees, and;

Whereas, the Andover Regional Board of Education has established the following maximum dollar limits as required, and;

Whereas, if these professional services exceed the maximum amount listed, the Andover Regional Board of Education will consider another motion to increase amounts listed:

Architects	$150,000	Attorneys	$150,000
Auditors	$35,000	School Physician	$15,000

7. **Withdrawal from Capital Reserve**: Whereas the Andover Regional Board of Education has included in the 2022-2023 budget, line 600, budgeted withdrawal from capital reserve, in the amount of $935,000, for purposes such as school partial roof replacement project at LPS and HVAC upgrades, where the final eligible costs listed below are within the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards, as recommended by the Superintendent of Schools.

Project	Cost
Partial Roof replacement	$815,000
HVAC Upgrades	$120,000

8. **Withdrawal from Maintenance Reserve**: Whereas the Andover Regional Board of Education has included in the 2022-203 budget, line 630, budgeted withdrawal from maintenance reserve, in the amount of $60,000, for purposes such as upgrades to new pumps, flooring, power washing/painting and other miscellaneous projects, where the final eligible costs listed below are within the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards, as recommended by the Superintendent of Schools.

Project	Cost
Pumps	$18,000

Flooring	$18,000
Power Washing/painting	$24,000

9. **Tuition Reserve:** Approve the use of tuition reserve in the amount of $347,000 for use in the 2022-2023 school year budget, as recommended by the Superintendent of Schools.

10. **NJSIG Safety Grant:** Approve the submission of the 2022 NJSIG Safety Grant application and submission in the amount of $5,000, as recommended by the Superintendent of Schools.

11. **SOP Manual**: Approve the Standard Operating Procedures Manual for the implementation of Standard Operating Procedures and Internal Controls for the Andover Regional School District for the 2022-2023 school year, as recommended by the Superintendent of Schools.

12. **Maschio's Food Service Contract**: Approve 4th year contract renewal with Maschio's Food Service Inc. as the cafeteria food service vendor for the 2022-2023 school year. The management fee will be $11,872 and the guarantee subsidy will be breakeven for a period from July 1, 2022 through June 30, 2023, as recommended by the Superintendent of Schools.

13. **Rescind PeneTeleData Contract**: Rescind the March 23, 2022 Finance/Operation resolution #21 as recommended by the Superintendent of Schools.

> 21. **Contract with PenTeleData**: Approve the contract with PenteleData as our internet service provider, at a cost not to exceed $46,080 from July 1, 2022 through June 30, 2025, as recommended by the Superintendent of Schools.

14. **Contract with Planet Networks**: Approve the contract with Planet Networks as our internet service provider, at a cost not to exceed $34,162 from July 1, 2022 through June 30, 2025, as recommended by the Superintendent of Schools.

15. **Contract with Fairview Lake YMCA Camp**: Approve the contract with Fairview Lake YMCA Camp for the 6th & 7th grade student field trip, at a cost not to exceed $3,980, as recommended by the Superintendent of Schools.

16. **Updated Bus Evacuations**: Approve the updated and attached Fall 2021 bus evacuations, as recommended by the Superintendent of Schools.

17. **Appointments:** Approval of Richard Medwin, B&G Supervisor for the following appointments for the 2022-2023 school year, as recommended by the Superintendent of Schools:

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

18. **Tuition Contract with Newton**: Approve payment to Newton School District for Student #3543090546 for attending Sussex County Educational Services Commission at a tuition rate of $35,000 for the 2021-2022 school year, as recommended by the Superintendent of Schools.

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

20. **Change in Insurance Broker Services:** WHEREAS, the Andover Regional Board of Education (hereinafter referred to as the "Board") desires to retain the services of a Risk Management/Insurance Consultant in accordance with N.J.S.A. 18A:18A-5(a)(2) and (10); and

WHEREAS, Treadstone Risk Management LLC (hereinafter referred to as "Treadstone") submitted a qualifications proposal to provide risk & insurance management services; and

WHEREAS, the Board finds the fee structure submitted by Treadstone in its proposal to be favorable; and

WHEREAS, based on the positive reputation of Treadstone and the fee structure, the Board desires to award a Risk Management/Insurance Consultant contract to Treadstone; and

WHEREAS, N.J.S.A. 18A:18A-5(a)(10) authorizes the Board to award a contract for insurance consultant services without public bidding, in accordance with the procedures established for an extraordinary unspecifiable service (hereinafter referred to as "EUS"), pursuant to N.J.S.A. 18A:18A-5(a)(2); and

NOW, THEREFORE, BE IT RESOLVED that Treadstone shall be appointed to provide risk management/ insurance consultant services and that a contract for such services shall be awarded for the following reasons:

1. The fee structures proposed are most advantageous to the Board, price and other factors considered.

2. Experience and resources necessary to perform the contract have been demonstrated.

3. Reputation and responsibility of the Risk Manager/Insurance Consultant are satisfactory.

BE IT FURTHER RESOLVED THAT the Andover Regional Board of Education:

1. The Board hereby appoints Treadstone to provide risk management/insurance consultant services subject to the execution of an Agreement to be prepared by the Board Attorney.

2. The Board authorizes the Board President and the Business Administrator/ Board Secretary to execute the Agreement and any other documents and to take all actions necessary to effectuate the terms of this resolution.

21. **Participation in Joint Agreement:** Approve the following Resolution for Participation in Joint Transportation Agreement between Andover Regional Board of Education and the Sussex County Regional Transportation Cooperative for the upcoming 2022-2023 school year, as recommended by the Superintendent

of Schools.

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation of students to Special Education Schools along established routes to specific destinations in order to attempt to achieve the maximum cost effectiveness;

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

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

1. The Andover Regional Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the Andover Regional Board of Education's actual cost paid for transportation of Special Education school students to specific destinations during the 2022-2023 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

Payment Due

4.0% Administrative Fees 07/30/22

(100% of estimated fees based on your 2021-2022 transportation expenses)

Initial Deposit 07/31/22

(20% of estimated charges based on your 2021-2022 transportation expenses)

20% of current annual charges 10/29/22

20% of current annual charges 12/31/22

20% of current annual charges 02/28/23

1 The terms "Hopatcong Board of Education" and "Sussex County Regional Transportation Cooperative" will be used interchangeably throughout this Agreement. To ensure no confusion, both terms refer to the same legal entity, the Hopatcong Board of Education. Special Education Transportation 4% Admin Fee.

20% of current annual charges 04/29/23

June – plus or minus final adjustments *All 2022 summer routes shall be billed upon completion of transportation. A check will be issued on or about July 29, 2023 for all transportation funds not used. We will no longer be able to roll-over credits to the following school year.

22. **<u>Participation in Joint Agreement:</u> Approve the following Resolution between Andover Regional**

Board of Education and the Sussex County Regional Cooperative for Public / Private/ Charter School/Choice Transportation for the 2022-2023 School Year:

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation of students to Public Schools and Private Schools along established routes to specific destinations in order to attempt to achieve the maximum cost effectiveness;

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

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

1. The Andover Regional Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal two percent (2.0%) of the Andover Regional Board of Education's actual cost paid for transportation of Private and Public school students to specific destinations during the 2022-2023 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

Payment Due

2.0% Administrative Fees 07/30/22

(100% of estimated fees based on your 2021-2022 transportation expenses)

Initial Deposit 07/31/22

(20% of estimated charges based on your 2021-2022 transportation expenses)

20% of current annual charges 10/29/22

20% of current annual charges 12/31/22

2. The terms "Hopatcong Board of Education" and "Sussex County Regional Transportation Cooperative" will be used interchangeably throughout this Agreement. To ensure no confusion, both terms refer to the same legal entity, the Hopatcong Board of Education. Public/Private/Charter/Choice Transportation 2% Admin Fee

20% of current annual charges 02/28/23

20% of current annual charges 04/29/23

June – plus or minus final adjustments *All 2022 summer routes shall be billed upon completion of transportation. A check will be issued on or about July 29, 2023 for all transportation funds not used. We will no longer be able to roll-over credits to the following school.

23. **<u>Participation in Joint Agreement:</u> Approve the following Resolution between Andover Regional**

Board of Education and the Sussex County Regional Cooperative for Athletic and Field Trip Transportation, if needed, for the 2022-2023 School Year:

WHEREAS, the following Boards of Education: Andover Regional, Atlantic City School District, Belleville Public Schools, Bridgeton Public Schools, Byram Township, Caldwell-West Caldwell, Chester, Dover, East Orange, ESC of Morris County, Fairfield, Fairlawn, Frankford, Franklin Borough, Fredon Twp., Green Twp., Hackettstown, Hamburg Borough, Hamilton Township, Hampton Twp., Harding, Hardyston Twp., Hawthorne, High Point Reg. H.S., Hopatcong Borough, Jefferson Twp., Kittatinny Regional, Lafayette Twp., Lakeland Regional, Lenape Regional High School District, Lenape Valley Regional, Livingston, Millburn, Mine Hill, Monroe Twp., Montague, Morris Hills Regional, Mount Arlington, Mountain Lakes, Mount Olive, Netcong, Newark, Newton, North Caldwell, Nutley, Ogdensburg, Randolph, Robert Treat Academy, Rockaway Borough, Rockaway Twp., Roseland, Roxbury, Sandyston, Secaucus, South Orange/Maplewood, Sparta Twp., Stanhope, Stillwater, Summit, Sussex County ESC, Sussex County Technical School, Sussex-Wantage, Vernon Twp., Verona, Warren County Special Services School District, Warren Hills Regional, Washington Borough, Washington Twp./Morris, Washington Twp./Warren, Wayne, West Essex Regional, West Milford, West Morris Regional, West Orange, Wharton, and Andover Regional desire to transport students to specific destinations; and

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation of students to Athletic and Field Trip Schools along established routes to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.1 NOW THEREFORE, BE IT RESOLVED by the Andover Regional Board of Education that pursuant hereto the President and Secretary of the Andover Regional Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the Andover Regional Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of students to Athletic and Field Trip Schools to specific destinations upon the following terms and conditions:

1. The Andover Regional Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the Andover Regional Board of Education's actual cost paid for transportation of Athletic and Field Trip school students to specific destinations during the 2022-2023 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

Payment Due

4.0% Administrative Fees 07/30/22

(100% of estimated fees based on your 2021-2022 transportation expenses)

Initial Deposit 07/31/22

(20% of estimated charges based on your 2021-2022 transportation expenses)

20% of current annual charges 10/29/22

20% of current annual charges 12/31/22

20% of current annual charges 02/28/23

1 The terms “Hopatcong Board of Education” and “Sussex County Regional Transportation Cooperative” will be used interchangeably throughout this Agreement. To ensure no confusion, both terms refer to the same legal entity, the Hopatcong Board of Education. Athletic and Field Trip Transportation 4% Admin Fee

20% of current annual charges 04/29/23

June – plus or minus final adjustments

*All 2022 summer routes shall be billed upon completion of transportation. A check will be issued on or about July 29, 2023 for all transportation funds not used. We are no longer able to roll-over credits to the following school year.

24. **Transportation Contract:** Approve the contract between Cara Capela and the Andover Regional School District for the 2022-2023 school year for SID # 2016067024 to Central Park School at a cost of $19,395.36, as recommended by the Superintendent of Schools.

25. **Transportation Contract:** Approve the contract between Cara Capela and Andover Regional School District for the 2022 Extended School Year for SID # 201606702424, to Central Park School at a cost of $2,508.38, 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
Alyssa Maxwell	EDUC 880 Applied Research Concepts & Methodology	3	Liberty University	$595.00	$1,785.00 Tech. Fee $125.00	Summer II

27. **Revised 2021-2022 School Calendar**: Approve the amended (and attached) 2021-2022 school calendar reflecting emergency closing days and revised last day of school, as recommended by the Superintendent of Schools.

28. **Summer Programming Supervisor Job Description**: Approve the job description for the Summer Academy program (and attached), as recommended by the Superintendent of Schools.

29. **2022 Safety Town**: Approve the Safety Town program and personnel for the period of July 11, 2022 through July 21, 2022 at the Florence M. Burd School from 9-11am (staff hours will be 8:45-11:15am), as recommended by the Superintendent of Schools.

1 Teacher	$50/ hour for 2.5 hours/day	9 days $1,125
1 Paraprofessional	$20/ hour for 2.5 hours/day	9 days $450

30. **ELL Outreach Coordinator**: Approve the position of an ELL Outreach Coordinator to serve for the 2022-2023 school year at a stipend of $750 to be paid through the Accelerated Learning-American Rescue Plan, as recommended by the Superintendent of Schools.

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

Name	Program	Credits	Location	Cost per Credit	Reimbursement Cost	Dates
Nickolas Moustakas	GED 792 Special Education Programming & Planning	3	Centenary University	$767.25	$2,301.75 Technology Fee: $39.00	Fall 2022

C. CURRICULUM/INSTRUCTION:

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

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

Roll Call:

_____Mrs. Bearden _____Mrs. Dunbar _____Mr. Fetcho
_____Mr. Hertenstein _____Mr. Minnick _____Dr. Neubig
_____Mr. Porter _____Mrs. Sciroppo _____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
Crystal Lowery	CDK - Personnel End-of-Year Meeting Hawk Pointe, Washington, NJ	April 28, 2022	Registration: $50.00 Mileage: $19.53

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

Grade/	Destination/	# of Students &	Student	Transportation	Board Cost

Teacher	Purpose	Adult Chaperones w/Names	Cost		
Deb Shick Grade 4	May 25, 2022 9:00am-1:00pm Thomas Edison Lab - National Park Explore Scientist/Inventor Lab West Orange, NJ	Students: 34 Teachers: 2 Deb Shick Lauren Huffman ParaProfessionals: 0 Nurse: 1 Chaperones: 4 Mrs. Robinson Mrs. Goble Mrs. Walsh Mrs. Zuidema	$7.10	Stocker Bus Co at $270.00 for 1 bus	Nurse
Darice Myers Grades 6 & 7	May 2, 2022 8:45am-5:15pm Fairview Lakes YMCA Newton, NJ To learn about the environment in an outdoor education setting.	Students: 97 Teachers: TBD Darice Myers ParaProfessionals: TBD Nurse: 1 Chaperones: TBD	$45.00 (estimate)	Stocker Bus Co. $200.00 per bus x 3 = $600.00 To be paid by Student Activity Accounts	Nurse
Dave Petersen Grades 7 & 8 (Solar Sprints Club)	May 17, 2022 8:00am-1:30pm Kittatinny Valley Regional HS Newton, NJ Students design and build solar powered cars!	Students: 9 Teachers: 1 Dave Petersen ParaProfessionals: 0 Nurse: 0 Chaperones: 0	$0	Stocker Bus Co. $200.00 for 1 bus	$200.00
Jennifer Moriarty Grade 3	May 20, 2022 9am-2:30pm Waterloo Village, Stanhope, NJ Students will explore an authentic Leni Lenape Village and Learn about the obstacles and benefits of settling in New Jersey.	Students: 41 Teachers: 4 Jennifer Moriarty Shelley Brown Justin Iazzetti ParaProfessionals: 5 Scott Nikolakopoulos Trish Zuber Rosita Coye Jacquie Ferdenzi Joanne McDole Nurse: 1 Chaperones: TBA	$20.19	Stocker Bus Co. $245.00 for one bus	$1,475.00 for SE Van Nurse

COMMUNICATIONS TO BOARD: None

OLD and NEW BUSINESS:

A. OLD BUSINESS
B. NEW BUSINESS

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.

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

EXECUTIVE SESSION (as 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 _____

2. **ADJOURNMENT**: Time: _____

M _____ 2nd _____

All Those in Favor: Ayes _____ Opposed: No _____