ANDOVER REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING

LONG POND SCHOOL
707 LIMECREST ROAD, NEWTON, NEW JERSEY 07860
FEBRUARY 19, 2025 at 7:30 pm

BOARD OF EDUCATION

Brian Hertenstein	**James Fetcho**	**William Porter**
Jane Byron	**Robert Koroski**	**Lena Sciroppo**
Maria Dunbar	**Steven Minnick**	**Margaret Widgren**

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:

_____Ms. Byron	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Mr. Porter
_____Mrs. Sciroppo	_____Ms. Widgren	_____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):

- Governor's Educator & Ed. Services Prof. of the Year (J. Fritzky)
- Basketball (C. Mendes/B. Grau)
- 2024-2025 Audit (Mr. Anthony Ardito)
- HIB Report (Mr. Fleming)

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

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

January 22, 2025 Regular Meeting Minutes

Roll Call:

_____Ms. Byron	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Mr. Porter
_____Mrs. Sciroppo	_____Ms. Widgren	_____Dr. Koroski

V. COMMITTEE REPORTS:

Board Committees:

Personnel/Policy	**Finance/Operations**	**Curriculum/Instruction**
Mr. Porter (Chair)	Mr. Fetcho (Chair)	Mrs. Dunbar (Chair)
Mrs. Sciroppo	Mr. Hertenstein	Dr. Koroski
Ms. Widgren	Mr. Minnick	Ms. Byron

Special Committees/Ad Hoc Assignments:

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

Andover Regional Education Foundation	Mrs. Dunbar	Mr. Minnick

VI. SUPERINTENDENT REPORT:

A. Met with the Transportation Department to discuss how to streamline arrival and departure next year.
B. Scheduling Meetings have already begun
C. Meeting with Assemblywoman Verlina Reynolds-Jackson
D. Meeting with SEPAG where SPAN Presented
E. Fine Motor Night at FMB was a tremendous success
F. The Staff and Student Basketball game at LPS was a great event.
G. Update on School Performance from 23-24 school year
H. Progress monitoring is continuing for the 24-25 school year
I. Met with National Junior Honors Society to discuss grading at LPS
J. Congratulations to Aden Nguyen who is being recognized as the Superintendent Roundtable award winner.
K. 100th day celebration took place at FMB and donations were made to Benny's Bodega
L. Suspension/HIB Report - Approval of HIB Report (Monthly)

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

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

Roll Call:

_____Ms. Byron	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____ Mr. Porter
_____Mrs. Sciroppo	_____Ms. Widgren	_____Dr. Koroski

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

- Worked with the Administrative Team to organize the February 3 professional development day
- Continued the formal evaluation process
- Held Mid Year Data Review Meetings with FMB grade level teams
- Attended mandated NJSLA test coordinator training
- Held a meeting with Tech Team and CST to discuss upcoming NJSLA test preparations
- Attended architect walkthroughs in both buildings as part of the 5 year plan process
- Completed a Budget review meeting with Mrs. Sylvester
- Attended both FMB and LPS scheduling meetings
- Attended "How to Make the Most Out of Formative Assessment" webinar
- Participated in Administrative Engagement WalkThroughs in both buildings

- Worked with Sparta Books to arrange an author visit for FMB students in grades
- Completed the WIDA test schedule and testing preparations
- Working with SHAPE to organize an Adaptive PE workshop
- Held a meeting with Mr. Fritzky and Mr. Fleming to review cohort 2 High Impact Tutoring Data and worked with Mathnasium and families to get students started
- Hosted a Family Fun Night for Pre-K through grade 1 families focused on Fine Motor Skills
- Attended a consultative check in meeting with the state representatives of the NJTSS Early Reading Grant and Mrs. Dilkes

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

- Deployed updated time clocks with the Realtime Attendance Scanning module.
- Worked with NJ-ACT to upgrade all door controllers and door swipes.
- Attended NJASA Techspo 2025 Technology Conference.

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 and programs.
- Planning with both the administrative team and individual principals on coordination of budgeting process for the 25/26 school year.
- Collaborated with the Admin Team regarding planning for the professional development for early dismissal and upcoming incoming January inservice.
- Collaborated with the Admin Team on 2/3/25 professional development day learning opportunities for staff.
- Attended the LEA Directors webinar presented by the State of NJ, Office of Special Education.
- Attended the Sussex/Warren Special Education Directors group. Updates were provided regarding medical services and programs for families of special needs children. Updates were provided in regards to NJDOE paperwork and processes.
- Special education attorney provided a presentation to the LPS staff regarding procedural safeguards in special education.
- The CST participated in a 2 - 1/2 day training opportunities provided by Realtime. An overview of system options, capabilities, reports and services was provided, in regards to special services. Continued the formal evaluation process
- Conducted substitute interview.
- Consultation meeting with the service provider from the Commission for the Blind regarding a new middle school student's program and services.
- The CST Team participated in a meeting with the tech team and Jennifer Reynolds to discuss upcoming NJSLA test preparations
- Work with Ms. Sylvester finalizing budget information.
- Attended both FMB and LPS scheduling meetings
- Participated in Administrative Engagement "WalkThroughs" in both buildings

- Consultation with Special Education monitoring professional at NJDOE regarding monitoring paperwork process.

Be it resolved that resolution E. be adopted, as presented:

Motion by: Second by: Final Call Vote:

E. HIB Findings: Resolved that the Andover Regional Board of Education, upon the recommendation of the Superintendent, affirm the Superintendent's findings on HIB(s) LPS-2425-10, LPS-2425-11.

Roll Call:

_____Ms. Byron	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Mr. Porter
_____Mrs. Sciroppo	_____Ms. Widgren	_____Dr. Koroski

F. Principal's Reports

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Preliminary Budget Approval next month

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 1-9 be adopted, as presented:

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

Roll Call:

_____Ms. Byron	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Mr. Porter
_____Mrs. Sciroppo	_____Ms. Widgren	_____Dr. Koroski

1. **Schedule B - LPS Floor Hockey**: Approve John Yanez as LPS Floor Hockey coach for the 2024-2025 school year at the Schedule B stipend of $1,854, as recommended by the Superintendent of Schools.

2. **Rescind New Hire Part-Time Custodian**: Rescind motion P/P motion #6 from January 22, 2025 Board meeting as follows, as recommended by the Superintendent of Schools.

> *6. **New Hire Part-Time Custodian**: Approve Carlos Liza as FMB part-time night custodian (41%) with start date January 27, 2025 through June 30, 2025 with a salary of $17,306 (prorated) pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.*

3. **New Hire Part-Time Custodian**: Approve Carlos Liza as FMB part-time night custodian (48%) with start date January 27, 2025 through June 30, 2025 with a salary of $20,261 (prorated) Step 4 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 resignation of Lisa Sargenti, School Counselor, effective February 3, 2025, as recommended by the Superintendent of Schools.

5. **Resignation/Retirement**: Approve and accept with best wishes the resignation for retirement purposes of Darice Myers, Teacher, effective July 1, 2025, with last day worked June 30, 2025, as recommended by the Superintendent of Schools.

6. **New Hire**: Approve, Siobhan Eilbacher, as tenure-track Guidance Counselor from February 3, 2025 through June 30, 2025 at MA Step 1 with a prorated salary of $66,622 pending certification and criminal history clearance, as recommended by the Superintendent of Schools.

7. **Non-Affiliated Personnel**: Approve the attached revised salaries for the non-affiliated employees for the 2024-2025 school year, as recommended by the Superintendent of Schools.

8. **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 #234

P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)

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

Alert #234

A. Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials – 2023 Revisions

P 5512 Harassment, Intimidation, or Bullying (M) (Revised)
P 5533 Student Smoking (M) (Revised)

R 5533 Student Smoking (Revised)
P & R 7441 Electronic Surveillance In School Bldgs & On School Grounds (M) Revised
P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

B. General Policy and Regulation Updates

P 5516 Use of Electronic Communication Devices (Revised)
R 5516 Use of Electronic Communication Devices (New)
P 5701 Academic Integrity (Revised)
P 5710 Student Grievance (Revised)
P 8500 Food Services (M) (Revised)

B. <u>FINANCE/OPERATIONS</u>:

Be it resolved that resolution numbers 1-13 be adopted, as presented:

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

Roll Call:

_____Ms. Byron _____Mrs. Dunbar _____Mr. Fetcho
_____Mr. Hertenstein _____Mr. Minnick _____Mr. Porter
_____Mrs. Sciroppo _____Ms. Widgren _____Dr. Koroski

1. **<u>Treasurer & Board Secretary's Certification and Report</u>**: Approve the January 2025 Board Secretary's and Treasurer's Reports pursuant to N.J.A.C. 6A:23A-16.10(c)3, we certify that as of January 2025 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. **<u>Petty Cash</u>**: Approve/accept the Petty Cash Checking Account Report for January 2025, as recommended by the Superintendent of Schools.

3. **<u>Transfers</u>**: Approve/accept the Transfer Report for January 2025, as recommended by the Superintendent of Schools.

4. **<u>Bills List</u>**: Approve/accept the Bills List from January 23, 2025 through February 19, 2025 for a total of $2,448,626.88 as recommended by the Superintendent of Schools.

5. **<u>Building Use for 2024-2025 School Year</u>**: 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
Newton Braves	Free lacrosse	Feb. 27, 2025	Yes	LPS

Youth Lacrosse	clinic			
PTA	Book Fair	Feb. 28 - March 3, 2025	Yes	FMB
PTA	Book Fair	March 14-21, 205	Yes	LPS

6. **2025-2026 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 2025-2026 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 2025-2026 school year as recommended by the Superintendent of Schools.

7. **Tuition Contract with Bancroft**: Approve the tuition contract with Bancroft for student ID#3008652385 with a cost of $102,855.90 (prorated) with a per diem cost of $489.79, including additional costs for services per the student's IEP for the 2024-2025 school year at a cost of $52,500 (prorated) with a per diem cost of $250.00, as recommended by the Superintendent of Schools.

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

Name	Program	Credits	Location	Cost per Credit	Reimbursement Cost	Dates
Nicole Sautter	6170 Young Children's Literacy & Curriculum Design	3	William Paterson University	$624.55	$1,873.65 Tech Fee: $10.75	Summer 2025

9. **2025-2026 School Calendar**: Approve the attached Andover Regional District School 2025-2026 school calendar, as recommended by the Superintendent of Schools.

10. **2025-2026 School Year Holiday Schedule for 10- & 12-Month Employees**: Approve the attached holiday schedules calendar for the 2025-2026 school year for the 10 and 12 month employees, as recommended by the Superintendent of Schools.

11. **2026-2027 School Calendar**: Approve the attached Andover Regional District School 2025-2026 school calendar, as recommended by the Superintendent of Schools.

12. **2026-2027 School Year Holiday Schedule for 10- & 12-Month Employee**s: Approve the attached holiday schedules calendar for the 2025-2026 school year for the 10 and 12 month employees, as recommended by the Superintendent of Schools.

13. **SSDS SOA**: Approve the Student Safety Data System Statement of Assurance for the 2024-2025 school year, as recommended by the Superintendent of Schools.

C. CURRICULUM/INSTRUCTION:

Be it resolved that resolution numbers 1-3 be adopted, as presented:

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

Roll Call:

_____Ms. Byron	_____Mrs. Dunbar	_____Mr. Fetcho
_____Mr. Hertenstein	_____Mr. Minnick	_____Mr. Porter
_____Mrs. Sciroppo	_____Ms. Widgren	_____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
Bradley Heinke	830: Conducting Interviews for School Investigations New Providence, NJ	February 27, 2025	Registration: $150 Mileage: 39 miles @ 47 ¢/mile
Jenn Reynolds	IXL Live for Administrators Montclair, NJ	April 2, 2025	Registration: $179
Nicole Sylvester	NJ B&G Conference Atlantic City, NJ	March 24-26, 2025	Registration: $525 Meals: $170 Lodging $110 + fees per night Tolls: TBD Parking: TBD
Nicole Sylvester	NJASBO Conference Atlantic City, NJ	June 3-6, 2025	Registration: $500 Meals: $238 Lodging: $110+fees/night Tolls: TBD Parking: TBD
Linda Kristiansen	Monthly TransTable Mts. Transportation Statutes, Best Practices & Industry News Location: Various	February - June 2025	Mileage: @ 47 ¢/mile

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

Grade/ Teacher	Date/ Destination/ Purpose	# of Students & Adult Chaperones w/Names	Student Cost	Board Cost
Connor Mendes Track & Field Events	Five Track & Field Meets 3:20pm-6:00pm	Students: <40 Teachers: 2 Connor Mendes Summer Passannante Chaperones: 0	$0	Busing $1,750 plus Admission cost TBD

3. **Digital Student Resources**: Approve the addition of "Additional Google Services" (detailed list below) to the list of Board Approved Digital Student Programming, as recommended by the Superintendent of schools.

Applied Digital Skills
Chrome Web Store
CS First
Google Alerts
Google Arts and Culture
Google Bookmarks
Google Books
Google Earth
Google Groups
Google Maps
Google My Maps
Google News
Google Photos
Google Play
Google Search
Google Translate
Managed Google Play
Material Gallery

Scholar Profiles
Third-Party App Backups

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 _____