ANDOVER REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING

LONG POND SCHOOL
707 LIMECREST ROAD, NEWTON, NEW JERSEY 07860
MARCH 12, 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):

- Budget Presentation (Ms. Sylvester & Mr. Fritzky)
- 2024-2025 Audit Presentation, Mr. Anthony Ardito

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.

February 19, 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. Septic Update - FMB
B. Scheduling Meetings at both schools
C. Thank you to the PTA for our Book Fair and Reading Activities
D. Attended a County Wide School Safety Meeting
E. Reviewed candidates for BOE Attorney
F. Teaching 5th Grade Math Lesson
G. 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

- Continued the formal evaluation process
- Attended Math Webinar titled The Power of Yet: Helping Students Persevere in Math
- Attended the Sussex County Administrative AssociationMeeting
- Began the ELA curriculum rewrite
- Hosted an LPS Constructed Response Scoring Session with Science Teachers
- Planned for Science/ELA joint PLC at LPS
- Planned for Science Demonstration Lessons
- Attended Administrative Budget Meetings
- Attended Consultative Check in Meeting with Mrs. Dilkes and the NJTSS-Early Reading Grant state leaders
- Worked with Mrs. Sylvester to complete the 2024 ESSER Performance Report
- Participated in LPS and FMB Scheduling Committee Meetings
- Attended the NJTSS Early Reading Grant Webinar #4 with the Early Reading Grant Committee
- Attended World Language Articulation meeting at Newton High School with Ms. Torres
- Attended the County Curriculum Consortium Meeting

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

- Attended New Jersey DTC in-person training.
- Met with Ms. Reynolds and the CST team to discuss NJSLA testing accommodations.

- Upgraded our printing server to the latest server version and reconfigured.

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.
- Continued planning with both the administrative team and individual principals on coordination of the budgeting process for the 25/26 school year.
- Ongoing budgetary discussions regarding personnel and programs.
- 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 in regards to NJDOE paperwork and processes.
- Ongoing formal staff evaluations and post conferences
- Met with LPS teachers to discuss student needs in regards to programming and placements.
- Worked with the Orientation and Mobility Specialist from the Commision for the Blind, to map out LPS.
- Met with the Preschool Instructional Coach to discuss program needs. Additional discussion focused on the curricular needs for both staff and students.
- Coordinated a professional learning opportunity for LPS staff with the Commision of the Blind, Teacher of the Visually Impaired & Orientation and Mobility Specialist to provide professional development on **Working with Students who are Visually Impaired**. The presentation was well received by the staff.
- Participation in a full day Intervention and Referral Services meeting at FMB for several students
- Began initial preparations for the preschool program for the 25/26 school year.
- The CST participation in 2 virtual learning opportunities. The professional development included **The IEP and Inclusion** and **Supporting Inclusive Classroom Practices**. Both sessions were provided by the New Jersey Coalition for Inclusive Education and were highly informative.
- The CST met with the LPS school counselor to review 8th graders' teacher recommendations.
- The CST met with the Newton CST to review 8th grade student placements and service needs. Previously the team toured several programs at the high school, this helped to give a better understanding of future placements for our students.
- Began preparations for the Extended School Year program.
- Participated in Administrative Engagement “WalkThroughs” in both buildings
- Attending training on the Woodcock Johnson V’s new digital assessment tool.

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) FMB-2425-3.

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. <u>SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:</u> None.

VIII. <u>PUBLIC PARTICIPATION ON AGENDA ITEMS:</u>

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. <u>ACTION ITEMS:</u>

A. <u>PERSONNEL/POLICY</u>:

Be it resolved that resolution numbers 1-4 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>Substitutes</u>:** Approve the following substitute(s) for the 2024-2025 school year pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

Lauren Mosner - Substitute Teacher
Patrick Reardon - Substitute Custodian

2. **<u>Volunteers</u>**: Approve the attached volunteers for the 2024-2025 school year, as recommended by the Superintendent of Schools.

3. **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
P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)

4. **Anti-Bullying Specialist**: Approve Siohban Eilbacher as the Anti-Bullying Specialist for FMB for the 2024-2025 school year, as recommended by the Superintendent of Schools.

B. FINANCE/OPERATIONS:

Be it resolved that resolution numbers 1-26 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. **Treasurer & Board Secretary's Certification and Report**: Approve the February 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 February 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. **Petty Cash**: Approve/accept the Petty Cash Checking Account Report for February 2025, as recommended by the Superintendent of Schools.

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

4. **Bills List**: Approve/accept the Bills List from February 20, 2025 through March 12, 2025 for a total of $1,265,764.61 as recommended by the Superintendent of Schools.

5. **Building Use for 2024-2025 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
East West Karate & Fitness	Karate Event	December 6, 2025	Yes	LPS

Cub Scout Pack 181	Bicycle Safety	April 12 & 13, 2025	Yes	FMB
AREF	Easter Egg Hunt	April 11, 2025	Yes	FMB

6. **2025-2026 Tentative Budget**: Approve the following motion for the 2025-2026 budget information to be submitted to the County Office, as recommended by the Superintendent of Schools:

A. **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 tentative budget be approved for the 2025-2026 School Year using the 2025-2026 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	***Special Revenues***	***Debt Service***	***Total***

2025-2026 Total Expenditures	$20,947,633	$195,547	$336,501	$21,479,681
Less: Anticipated Revenues	$4,151,288	$195,547	$0	$4,346,835
Taxes to be Raised	$16,796,345	$0	$336,501	$17,132,846

And to advertise said tentative budget in the New Jersey Herald on April 25, 2025 in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED; that a public hearing is being held at the Long Pond School, 707 Limecrest Road in the Township of Andover, County of Sussex, State of New Jersey on Wednesday, April 30, 2025 at 7:30 p.m. for the purpose of approving the budget for the 2025-2026 school year.

C. Be it resolved that the Andover Regional Board of Education, hereby approves the professional services maximum costs for the 2025-2026 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	$180,000	Attorneys	$150,000
Auditors	$40,000	School Physician	$10,000

7. **Withdrawal from Maintenance Reserve**: Whereas the Andover Regional Board of Education has included in the 2025-2026 budget, line 630, budgeted withdrawal from maintenance reserve, in the amount of $437,000, for purposes such as cleaning of univents, HVAC maintenance, boiler services, new lunch tables and painting, 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
Univent cleaning	$50,000
HVAC Maintenance	$150,000
Boiler Services	$50,000
Lunch Tables	$175,000

Painting	$12,000

8. **Tuition Reserve:** Approve the use of tuition reserve in the amount of $372,846 for use in the 2025-2026 school year budget, as recommended by the Superintendent of Schools.

9. **Enrollment Adjustment:** Approve the enrollment adjustment for the 2025-2026 budget in the amount of $101,032, as recommended by the Superintendent of Schools.

10. **Healthcare Adjustment:** Approve the healthcare adjustment for the 2025-2026 budget in the amount of $179,149, as recommended by the Superintendent of Schools.

11. **PEA Approval:** Approve the submission of the 2025-2026 PEA (Preschool Education Aid) Grant Application to the NJ Department of Education, Division of Early Childhood Education (Grant application and execute a grant contract with the New Jersey Department of Education for five full-day Pre-K classrooms).

NOW, THEREFORE, BE IT RESOLVED that the Board formally approves the application submission for the grant listed above for a total revised award up to $946,053, based on per pupil costs.

BE IT FURTHER RESOLVED that the school administrators are hereby authorized to submit an electronic grant application to the New Jersey Department of Education on behalf of the Andover Regional Board of Education.

BE IT FURTHER RESOLVED that Superintendent and Business Administrator are hereby authorized to sign the grant agreement on behalf of the Andover Regional Board of Education and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement, as recommended by the Superintendent of Schools.

12. **Contract with Commission for the Blind and Visually Impaired**: Approve the contract with NJDOE for Commission for the Blind and Visually Impaired for Student #1975634300 at an annual prorated cost of $8,914 for the 2024-2025 school year, as recommended by the Superintendent of Schools.

13. **Contract with Kroll:** Approve the contract with Kroll, LLC to provide an updated fixed asset accounting ledger and an updated property insurance appraisal at a cost of $2,100, as recommended by the Superintendent of Schools.

14. **Participation in Joint Agreement:** Approve the following resolution, as recommended by the Superintendent of Schools, between Andover Regional Board of Education and the Sussex County Regional Transportation Cooperative for the 2025-2026 school year for participation in joint transportation agreement whereas, the Andover Regional Board of Education desires to transport students to specific destinations; and

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the Andover Board of Education for transportation along established routes to specific destinations in an attempt to achieve the maximum cost effectiveness; and

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

1. The Andover Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement, a percentage of the actual cost paid for the transportation during the 2025-2026 school year, as set forth below:

Schedule of Fees	Administrative Fees
Special Education Routes:	4%
Public Routes:	2%
Non-Public Routes:	2%
Field Trips/Athletic Trips:	4%

There shall be a $20.00 processing fee for each B6T – Nonpublic School Transportation Application processed. This fee will not apply if the Andover Board of Education exceeds $500,000 annually in transportation services.

There shall be a $50.00 quote fee for each field/athletic trip sent to the Sussex County Regional Transportation Cooperative for the purpose of quoting and scheduling. Upon completion of the field/athletic trip, the trip quote fee will be waived. In the event of trip cancellation, the $50.00 quote fee will be invoiced to the Andover Board of Education. This fee shall not apply to the Andover Board of Education if it currently has an existing bid or renewal contract for field trips and/or athletic trips with the Sussex County Regional Transportation Cooperative for the current school year.

Payment for the services set forth herein during the term of this agreement or any extension hereof shall be made in accordance with the following schedule:

Required First Installment Invoice:	8/30/2025
Transportation Invoices:	Monthly

Invoices shall be paid within 60 days of receipt. The first installment includes: 20% of prior year's transportation total; and 100% of estimated administrative fees for current year. All 2025 summer routes shall be billed upon completion of transportation. If there a net credit as of June 30, 2026 following the completion of this agreement, the credit will be applied to the next school year. If this agreement is not renewed, a check will be issued on or about July 30, 2026 for all transportation funds not used.

2. The Sussex County Regional Transportation Cooperative will provide the following services:

a. routes coordinated with other districts to attempt to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
b. statements prepared on appropriate vouchers according to the above schedule delineating costs

per route;
c. computer print-outs of student lists for all routes coordinated by the Sussex County Regional Transportation Cooperative for ASSA reporting deadlines;
d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
e. timely review and revision of routes;
f. provide transportation within five days or sooner after receipt of the formal written request;
g. timely submission of contracts, renewals or addenda to the county office for approval.

3. The Andover Board of Education will provide the Sussex County Regional Transportation Cooperative with the following:

a. requests for any students on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by Andover Board of Education Secretary or other designated district personnel;
b. withdrawal for any students on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by the Andover Board of Education Secretary or other designated district personnel; no billing adjustment will be made without this completed form; and
c. strict adherence to the above payment schedule.

4. Additional Cost – all additional costs generated by unique requests, including but not limited to mid-day runs, early dismissals, change in number of children being transported on each route, or change in mileage during the year, will be borne by the Andover Board of Education.

5. Invoice Disputes – The Andover Board of Education shall notify the Sussex County Regional Transportation Cooperative in writing of any dispute with any invoice, along with a reasonably detailed description of the dispute, within 30 days from the date of receipt of such invoice. Invoices for which no such timely notification is received shall be deemed accepted by the Andover Board of Education as true and correct, and the Andover Board of Education shall pay all amounts due under such invoices within the period set forth above. The parties shall seek to resolve all such disputes expeditiously and in good faith. The Andover Board of Education shall not withhold payment of any amount due and payable under this agreement by reason of any setoff of any claim or dispute with the Hopatcong Board of Education and/or the Sussex County Regional Transportation Cooperative.

6. Late Payments – Invoices shall be paid within 60 days of receipt. Except for invoiced payments that have been successfully disputed, all late payments shall bear interest at the lesser of the rate of four percent (4.0%) per month or the highest rate permissible under applicable law, calculated daily and compounded monthly. The Andover Board of Education also shall reimburse the Hopatcong Board of Education under the name of the Sussex County Regional Transportation Cooperative for all costs incurred in collecting any late payments, including, without limitation, attorneys' fees and costs. In addition to all other remedies available under this agreement or at law, which the Hopatcong Board of Education does not waive by the exercise of any rights hereunder, the Hopatcong Board of Education shall be entitled to suspend the provision of any Services provided under this Agreement if the Andover Board of Education fails to pay any amounts when due hereunder.

7. Length of Agreement – This agreement and obligations and requirements herein shall be in effect between July 1, 2025 and June 30, 2026.

8. The Andover Board acknowledges and agrees that prior to the start of each school year, the Sussex County Regional Transportation Cooperative is required to plan its budget and take on expenses in order to plan for the following school year. As a result, the Andover Board agrees to provide written notice to the Sussex County Regional Transportation Cooperative at least 180 days before June 30th advising whether or not the Andover Board will be renewing its contract with the Cooperative. If timely notice is not provided, the parties agree that the Cooperative will plan its budget and take on expense based on the assumption that the Andover Board will be renewing its contract with the Cooperative for the upcoming school year. Should the Andover Board notify the Cooperative it will not be renewing its contract after the notice period, the Andover Board agrees to reimburse the Cooperative for any costs or expenses incurred by the Cooperative as a result of the Andover Board's failure to provide timely notice. In the event this agreement is renewed, the consideration to be paid to the Cooperative shall remain the percentages set forth in Paragraph 1 of the Andover Board of Education's actual cost paid for transportation of students to specific destinations during the prior year.

9. Termination – The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative, in its sole discretion, may terminate this agreement at any time, without cause, by providing at least 30 days' prior written notice to the Andover Board of Education.

10. The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative accepts no responsibility for a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route, the billing for the pupil's reserved seat will continue until the Sussex County Regional Transportation Cooperative is otherwise noticed in writing to delete the pupil from the assigned route.

11. Force Majeure – No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this agreement (except for any obligations to make payments to the other party hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the impacted party's control.

12. Headings – The descriptive headings in this Agreement are for convenience only and are not intended to be part of, or to affect the interpretation of, this Agreement.

13. Entire Agreement – This agreement constitutes the entire and only agreement between the parties with respect to the subject matter of this agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. This agreement only may be amended by an instrument in writing over authorized signature.

14. It is a condition of this agreement that a representative from each applicable position: School Business Administrator/School Board Secretary, Special Services Director, and Transportation Supervisor attend at least one (1) Sussex County Regional Transportation Cooperative meeting on an annual basis to promote and provide effective and efficient transportation services.

15. **Contract with Solution Tree, Inc.**: Approve the contract with Solution Tree Inc. for onsite professional development at a cost of $14,200 for the 2024-2025 school year to be paid out of Title II funds, as recommended by the Superintendent of Schools.

16. **Negotiated FMLA Language:** Be it resolved that the Board of Education approves the Sidebar agreement between it and the Andover Regional Education Association regarding the use of sick days and leaves permitted by the Family and Medical Leave Act, as recommended by the Superintendent of Schools.

17. **Long-Range Facilities Plan:** Approve that the Board of Education enter into agreement with Parette Somjen Architects for the purpose of completing and submitting a Major Amendment to the District's Long Range Facility Plan (LRFP) to include $17,131,839.50 in project costs at Long Pond School and $15,070,853.00 in project costs at Florence M. Burd School. Services for the LRFP update shall be billed separately, as recommended by the Superintendent of Schools.

18. **CDWG E-Rate Form 470:** Approve for the purchase of APC backUPS through the E-Rate program through Form 470#250014584 for the 2025-2026 school year at a cost of $8,734.41, as recommended by the Superintendent of Schools.

19. **Proposal with Combustion Service Corp.:** Approve the proposal with Combustion Service Corp. for installation of circulator pumps in the LPS boiler room at a cost of $4,605 to be paid out of maintenance reserve for the 2024-2025 school year, as recommended by the Superintendent of Schools.

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

Project	Amount not to exceed:
Circulator Pump (Combustion Service)	$4,605

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

22. **Student Observation**: Approve the following student observations, as recommended by the Superintendent of Schools:

Name	University	Hours	Start date	End Date
Corinne Crowley	Centenary University	5	March 13, 2025	April 1, 2025
Giselle Silva	Centenary University	5	March 13, 2025	April 1, 2025

23. **Home Instruction**: Approve homebound instruction for Student #6530147260, starting February 10, 2025, for up to 5 hrs./wk, as recommended by the Superintendent of Schools.

24. **Home Instruction**: Approve homebound instruction for Student #4182707723, starting February 14, 2025, for up to 10 hrs./wk, as recommended by the Superintendent of Schools.

25. **Home Instruction**: Approve homebound instruction for Student #1363047184, starting February 14, 2025, for up to 5 hrs./wk, as recommended by the Superintendent of Schools.

26. **Hiring of New Attorney**: Resolved, that the Board retains the law firm of Schenck Price Smith & King for all legal services for the Board, per the terms of their engagement agreement which is also hereby approved, as recommended by the Superintendent of Schools.

C. CURRICULUM/INSTRUCTION:

Be it resolved that resolution numbers 1-4 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
Linda Kristiansen	Sussex County Transportation Cooperative Annual Mtg. West Orange, NJ	May 1, 2025	Mileage: 47 ¢ / mile
Siobhan Eilbacher	NJ School Counselor Association Conference Kean University	April 11, 2025	Registration: $45.00 Mileage: 47 ¢ / mile Tolls: $.87

2. **Personnel/Adults Update for Field Trips**: Approve the following personnel and adult chaperones for the May 8, 2025 1st Grade Field Trip, as recommended by the Superintendent of Schools.

	Grade/ Teacher	Date/ Destination/ Purpose	# of Students & Adult Chaperones w/Names
Original BOE Approval: November 18, 2024	Julianne Sabo Grade 1	May 8, 2025 9:00am-2:45pm Turtle Back Zoo	Students: 33 Teachers: 3 Julianne Sabo

		West Orange, NJ	Elizabeth Sarka Alyssa Garretson ParaProfessionals: 2 Toby Wooldridge Maria Roque Nurse: 1 Chaperones: 6 Angela Logossa ~~Kimberly Broeker~~ Nicole Yanoso ~~Cyndee~~ Pat Sweeney Tara Porter Kelsey Day Melissa Vaca
Original BOE Approval: November 18, 2024	Patricia Ross 3-4 G&T	March 26, 2025 9:30am-12:30pm Morristown Unitarian Fellowship Morristown, NJ	Students: 16 Teachers: 1 Patricia Ross ParaProfessionals: 1 Audrey D'Angelo Nurse: 0 Chaperones: 0

	Grade/ Teacher	**Date/ Destination/ Purpose**	**# of Students & Adult Chaperones w/Names**	**Student Cost**	**Transportation**	**Board Cost**
Original BOE Approval: November 18, 2024	Wendy Pasko Grade 7	April 15, 2025 8:45am-12:30pm Buehler Challenger & Science Center Paramus, NJ	Students: 43 Teachers: 4 Brittany Grau Steve Zanella Connor Mendes Dave Petersen ParaProfessionals: 1 Candice Coston (sub would be Kim Clark) Nurse: 1 Chaperones: 0	$52.21	Stocker Bus Company	Nurse **NEW**: Van w/Lift $934.96

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

Grade/	**Date/**	**# of Students &**	**Student Cost**	**Board Cost**

Teacher	Destination/ Purpose	Adult Chaperones w/Names		
Deb Anello 2nd Grade	April 8, 2025 11:15am-2:15pm FFA Annual 2nd Grader Day Newton High School	Students: 43 Teachers: 3 Deb Anello Kim Rosselli Jill Johnson Rebecca Burrows Paras: 2 Stephanie Rivetti Erica Farrell Nurse: 1 Chaperones: 4 Mrs. Chojnowski Mrs. Hemmes Mrs. Goble Mrs. Dixon	$8.38 per student	Nurse

4. **Human Trafficking**: Approve the resolution below, as recommended by the Superintendent of Schools:

WHEREAS, the New Jersey Department of Education requires public schools to equip school staff and students with the necessary knowledge and skills to identify, prevent, and respond effectively to human trafficking situations within the school community;

WHEREAS, Connect for Freedom Inc. ("CFF") is a non-profit founded in 2023 with a mission to connect education stakeholders to join the fight for freedom from online exploitation and human trafficking in their schools and communities;

WHEREAS, CFF has offered to partner with the District to provide relevant professional development training materials, lesson plans for staff, parent presentations and resources, a response protocol, and other resources at no cost to the District;

WHEREAS, CFF's training resources are curated from the Department of Homeland Security's Blue Campaign, developed in collaboration with the National Center for Missing & Exploited Children, and aligned with the following New Jersey Student Learning Standards and State laws:

- Personal Safety- 2.3.8.PS.1.4.5.6.7;2.3.12.PS.2.5.7.8.9
- Community Health Services and Support- 2.1.2.CHSS.5;2.7.8.CJSS.2;2.1.8.CHSS.4
- Social and Sexual Health- 2.1.2.SSH.3;2.1.5.SSH.5;2.2.2.SSH.8
- Consent (N.J.S.A. 18A:35)
- Sexting (N.J.S.A. 18A:35-4.33)
- Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a)

WHEREAS, the District wishes to partner with CFF under a written agreement to implement the CFF program into the District's elementary school, middle school, and high school; and

WHEREAS, this partnership is in the best interests of the District and its students.

NOW THEREFORE, BE IT RESOLVED, that the Board of Education approves the partnership with Connect for Freedom Inc. for the 2025 and 2026 school years, at no cost to the district, and authorizes the Superintendent to take any action necessary to effectuate it. It will automatically renew for the following school year unless you decide to cancel the program.

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 _____