Andover Regional Board of Education Regular Meeting

February 19, 2025

Attendance:

Present: Ms. Jane Byron, Mrs. Maria Dunbar, Mr. James Fetcho, Mr. Brian Hertenstein, Mr. Steven Minnick, Mr. William Porter, Mrs. Lena Sciroppo, Mrs. Margaret Widgren and Dr. Robert Koroski

Also Present: Mr. John Fritzky, Superintendent
Ms. Nicole Sylvester, School Business Administrator/Board Secretary
75 members of the public/staff

Not Present: None

I. INTRODUCTORY ITEMS:

President Koroski called the meeting to order at 7:30 p.m.

Pledge of Allegiance: Dr. Koroski led the flag salute.

Mission Statement: Dr. Koroski read the mission statement:

Andover Regional Schools prepare students to successfully meet the challenges of today and tomorrow by fostering a love of learning. Our safe, supportive, and stimulating environment encourages students to reach their full potential. It is an expectation that all students shall achieve the New Jersey Core Curriculum Content Standards at all grade levels. In Andover Regional, every child catches the learning spirit!

Public Meeting Notice: President Koroski read the following public meeting notice:

"The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is either discussed or acted upon. The Board has fully complied with the notice requirements by advertising in the New Jersey Herald, posting publicly and by notifying the municipal clerk of the date, time and place of the meeting."

II. EXECUTIVE SESSION: None at this time.

III. PRESENTATION(S):

- Mr. Fritzky, Mr. Fleming and Mrs. Dilkes presented and congratulated Governor's Educator of the Year awards to Mr. Mendes and Mrs. Torres along with the Governor's Educator Services Professional of the Year to Ms. Denaman and Ms. Sumski.
- Mr. Mendes & Ms. Grau presented the boys and girls basketball teams and congratulated them on the great season they had.
- Mr. Ordile presented the town's Land Use Master Plan.
- Mr. Fleming presented the SSDS.

IV. APPROVAL OF MINUTES:

Mr. Minnick moved and Mr. Hertenstein seconded, that the Andover Regional Board of Education approve the minutes of the following Board of Education meeting, as recommended by the Superintendent of Schools.

January 22, 2025 Regular Meeting Minutes

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Fetcho, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Mrs. Widgren and Dr. Koroski

No: None

Abstain: None

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

Special Committees/Ad Hoc Assignments:

Mr. Porter stated the Personnel/Policy committee discussed new policies and personnel changes, discussion ensued.

Ms. Sylvester stated the Finance/Operations committee discussed finance updates such as the Early Childhood Reading Grant, the 2025-2026 budget and negotiations updates, discussion ensued.

Mrs. Dunbar stated the Curriculum/Instruction committee discussed professional development on the early dismissal day, discussion ensued.

Ms. Widgren stated she attended the Town Council meeting and they discussed policy updates, PILOT program, budget workshop meeting along with the Land Use master plan and the shortage of salt, discussion ensued.

The Board updated everyone to let them know the AREF meeting tomorrow night would be held virtually and the SEPAG meeting was cancelled this month.

VI. SUPERINTENDENT REPORT:

A. Mr. Fritzky met with the Transportation Department to discuss how to streamline arrival and departure for next year.
B. Mr. Fritzky attended scheduling meetings which had already begun.
C. Mr. Fritzky met with Assemblywoman Verlina Reynolds-Jackson.
D. Mr. Fritzky met with SEPAG where SPAN presented.
E. Mr. Fritzky indicated Fine Motor Night at FMB was a tremendous success!
F. Mr. Fritzky stated the Staff and Student Basketball game at LPS was a great event!

G. Mr. Fritzky gave an update on School Performance from 23-24 school year.
H. Mr. Fritzky informed everyone that progress monitoring is continuing for the 24-25 school year.
I. Mr. Fritzky met with the National Junior Honors Society to discuss grading at LPS.
J. Mr. Fritzky congratulated Aden Nguyen who is being recognized as the Superintendent Roundtable award winner!
K. Mr. Fritzky stated that FMB had their 100th day celebration and donations were made to Benny's Bodega!
L. Mr. Fritzky reported on his monthly HIB Report.

Mr. Porter moved and Mrs. Sciroppo seconded, that the Andover Regional Board of Education approve the resolution below as presented:

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

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Fetcho, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Mrs. Widgren and Dr. Koroski

No: None

Abstain: None

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

- 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.

Mr. Hertenstein moved and Ms. Byron seconded, that the Andover Regional Board of Education approve resolution E below as presented:

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 Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Fetcho, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Mrs. Widgren and Dr. Koroski

No: None

Abstain: None

F. Principal's Reports

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Ms. Sylvester stated the preliminary budget approval would be presented next month.
- Ms. Sylvester indicated we had an administrative review from the State of NJ for our food service program and everything went well!

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

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Porter moved and Mrs. Sciroppo seconded, that the Andover Regional Board of Education approve resolutions #1-9 as presented:

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)

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Fetcho, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Mrs. Widgren and Dr. Koroski

No: None

Abstain: None

B. FINANCE/OPERATIONS:

Mr. Porter moved and Mrs. Dunbar seconded, that the Andover Regional Board of Education approve resolutions #1-15 as amended:

1. **Treasurer & Board Secretary's Certification and Report**: 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. **Petty Cash**: Approve/accept the Petty Cash Checking Account Report for January 2025, as recommended by the Superintendent of Schools.

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

4. **Bills List**: 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. **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
Newton Braves Youth Lacrosse	Free lacrosse clinic	Feb. 27, 2025	Yes	LPS
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 2026-2027 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.

14. **Proposal with Combustion Service Corp.:** Approve the proposal with Combustion Service Corp. for installation of circulator pumps in the FMB boiler room at a cost of $30,310 to be paid out of maintenance reserve for the 2024-2025 school year, as recommended by the Superintendent of Schools.

15. **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 Pumps (Combustion Service Corp.)	$30,310

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Fetcho, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Mrs. Widgren and Dr. Koroski

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

Mr. Minnick moved and Ms. Byron seconded, that the Andover Regional Board of Education approve resolutions #1-3 as presented:

1. **Professional Development Workshops:** Approve the following professional development, registration fees and mileage reimbursement, as recommended by the Superintendent of Schools.

Name	Program/Location	Date	Fees/Mileage
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
Suzanne Ross	WJV Training Washington Township School District	February 27, 2025	Registration: $75
Bryan Fleming	IPM Coordinator Training Bordentown, NJ	April 11, 2025	Registration: $25
Bryan Fleming	NJAMLE Annual Conference 2025 Lincroft, NJ	March 19, 2025	Registration: $175
Jenny March Brittany Grau	NJAMLE Annual Conference 2025 Lincroft, NJ	March 19, 2025	Registration: $175 Mileage: 152 @ 47 ¢/mile Tolls: $7.95

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

Roll Call Vote:

Yes: Ms. Byron, Mrs. Dunbar, Mr. Fetcho, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Mrs. Widgren and Dr. Koroski

No: None

Abstain: None

COMMUNICATIONS TO BOARD: None at this time.

OLD and NEW BUSINESS: Mr. Porter thanked Mr. Ordile for his time and hard work to put together and present the Land Use Master Plan.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:

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

Ms. Miranda- Inquired why we do not do overnight trips if Newton and Green offer this to students, discussion ensued.

Ms. Gilchrist- Asked if the LRFP & CIP would be available to the public. She stated there was a budget workshop tomorrow for the town at 6pm. She also indicated with the town budget it would be beneficial if they put money into capital improvements for roads and capital projects and indicated the town and school could work together with them on any projects to lower costs, discussion ensued.

EXECUTIVE SESSION: None at this time.

Adjournment: Ms. Byron moved to adjourn the meeting, seconded by Mr. Minnick and approved at 9:08 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,

Nicole Sylvester

Nicole Sylvester

Business Administrator/Board Secretary