ANDOVER REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING

LONG POND SCHOOL
707 LIMECREST ROAD, NEWTON, NEW JERSEY 07860
JULY 16, 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	_____Dr. 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): None

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.

June 25, 2025 Regular Meeting Minutes

Roll Call:

_____Ms. Byron	_____Dr. 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)	Dr. 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/Dr. Dunbar
NJSBA Delegate Assembly	Mr. Minnick	Ms. Widgren/Dr. 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/Dr. Dunbar
Township Liaison	Ms. Widgren	Dr. 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/Dr. Dunbar/Mrs. Sciroppo
SEPAG Liaison	Mr. Hertenstein	Dr. Koroski/Mr. Fetcho/Ms. Widgren
Andover Regional Education Foundation	Dr. Dunbar	Mr. Minnick

VI. SUPERINTENDENT REPORT:

A. Grading meetings with teachers at LPS have started
B. ESY is off to a great start thank you Ms. Ross
C. Cleaning of rooms has started and off to a good start. Thank you Mr. Riffle
D. Septic Update
E. Met with Special Counsel to Discuss Tuition Rates with Newton High School
F. 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	_____Dr. 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

- Met with new teachers regarding 25-26 school year planning
- Working with the ELA curriculum writers to complete the new curriculum
- Met with Teaching Strategies for a Creative Curriculum Training
- Completing the 25-26 Vector Solutions Training Plan for staff
- Met with Atlas to prepare for the roll over
- Met with the administrative team for a reflection and planning meeting
- Working on analyzing the on-demand embargoed NJSLA scores
- Working with Mrs. Ross and Mrs. Dilkes on preschool planning

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

- Organized student device collection for summer storage.
- Met with Ms. Housby and Ms. Reynolds to discuss a timeline for program rollovers.
- Attended a demo for Airtame.

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.
- Met with Extended School Year teaching staff for planning and preparations purposes.
- Closed out and submitted Preschool Child Outcomes Surveys
- Started the Extended School Year program for approximately 50 students.
- Conducted preschool parent tour and information session for several families that were unable to attend May preschool parent night.

- Worked with Mrs. Dilkes/Mrs. Reynolds on preschool planning

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-2425-6.

Roll Call:

_____Ms. Byron	_____Dr. 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 at this time.

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

1. **2025 Summer Extended School Year Teacher**: Approve retroactively Summer Passannante as Teacher for the Extended School Year during the period July 7, 2025 through August 7, 2025 (Monday-Thursday) for 4 hours/day for 20 days at a rate of $50 per hour, as recommended by the Superintendent of Schools.

2. **2025 Summer Extended School Year Substitute Teacher**: Approve retroactively Cassie Bouvier as Substitute Teacher for the Extended School Year during the period July 7, 2025 through August 7, 2025 at the rate of $50.00/hr for 4 hours/day, as recommended by the Superintendent of Schools.

3. **New Hire:** Approve Louise Powers to serve as Long Pond School's exclusive substitute at the rate of $120/day for the 2025-2026 school year, as recommended by the Superintendent of Schools.

4. **Summer Extended School Year ParaProfessionals**: Approve Meghan Murphy and Alexis Holland as ParaProfessionals for the Extended School Year during the period July 7, 2025 through August 7, 2025 for 4 hours/day for 20 days at a rate of $20 per hour and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools..

B. FINANCE/OPERATIONS:

Be it resolved that resolution numbers 1-22 be adopted, as presented:

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

Roll Call:

_____Ms. Byron	_____Dr. 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 June 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 June 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 June 2025, as recommended by the Superintendent of Schools.

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

4. **Bills List**: Approve/accept the Bills List from June 26, 2025 through June 30, 2025 for a total of $310,669.50 as recommended by the Superintendent of Schools.

5. **Bills List**: Approve/accept the Bills List from July 1, 2025 through July 16, 2025 for a total of $388,736.23 as recommended by the Superintendent of Schools.

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

Project	Amount not to exceed:
FMB PA System upgrades (Eastern Datacomm)	$53,962.76
LPS PA System upgrades (Eastern Datacomm)	$56,786.01

7. **2025-2026 IDEA Grant:** Approve and submit the following IDEA grant monies for the 2025-2026 school year:

IDEA- Basic	IDEA- Preschool
$163,670	$7,267

8. **PickUp Patrol**: Approve the agreement for PickupPatrol for the 2025-2026 school year at a cost of $1,091.25, as recommended by the Superintendent of Schools.

9. **2025 ESY Contract:** Approve the Extended School year contract with Sandyston-Walpack Board of Education for Student ID#7605842618 at a cost to be paid to Andover Regional School District of $2,136.40, as recommended by the Superintendent of Schools.

10. **PTA Association Approval:** Approve and recognize the Andover Regional School District Parent Teacher Association sponsored organization for the 2025-2026 school year, as recommended by the Superintendent of Schools.

11. **AREF Approval:** Approve and recognize the Andover Regional Educational Foundation for the 2025-2026 school year, as recommended by the Superintendent of Schools.

12. **Standing BOE Committees:** Approve the following standing BOE Committees for the 2025-2026 school year, as recommended by the Superintendent:

A. Personnel/Policy/Community Relations/Shared Services
B. Finance/Operations/Technology (infrastructure)
C. Curriculum(Instruction/Assessment)/ProfessionalDevelopment/Technology(instructional)

13. **YMCA:** Approve YMCA, Inc. to operate a state-approved child care program before and after school for District students at FMB & LPS for the 2025-2026 school year, as recommended by the Superintendent of Schools.

14. **Joint Transportation Agreement**: Approve the Joint Transportation Agreement between Andover Regional School District and Byram Township School District for transportation of one student to Florence M Burd School and one student to Long Pond School on Andover Route AND-09 at a cost of $1,177 per student totaling $2,354, for the 2025-2026 school year, as recommended by the Superintendent of Schools.

15. **Transportation Contract**: Approve the parent transportation contract #P-11 between the parent and the Andover Regional School District for the 2025-2026 (July 2025 -June 2026) school year for SID #2016067024 for transportation to Academy 360 in West Orange at a cost of $24,200, as recommended by the Superintendent of Schools.

16. **Transportation Contract**: Approve the parent transportation contract #P-12 between the parent and the Andover Regional School District for the 2025-2026 (July 2025 -June 2026) school year for SID #5614547984 for transportation to Celebrate the Children at a cost of $21,231.36, as recommended by the Superintendent of Schools.

17. **Tuition Contract with Newton:** Approve the tuition contract agreement with Newton School District for the 2025-2026 school year at a cost of $4,721,057, as recommended by the Superintendent of Schools.

18. **Tuition to Montgomery Academy:** Approve the ESY tuition to be paid to Montgomery Academy for Student ID#9943454572 at a cost of $9,893.40 for the 2025-2026 school year, as recommended by the Superintendent of Schools.

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

Name	Program	Credits	Location	Cost per Credit	Reimbursement Cost	Dates
Dawn O'Connell	GED 664-OL Sociolinguistics	3	Centenary University	$689.65	$2,068.95 Tech Fees $42	Fall 2025

20. **Emergency Virtual Instruction Plan 2025-2026**: Approve the attached Emergency Virtual Instruction Plan for the 2025-2026 school year, as recommended by the Superintendent of Schools.

21. **Job Descriptions**: Approve all established job descriptions for the Andover Regional School District for the 2025-2026 school year, as recommended by the Superintendent of Schools.

22. **PreK PIC**: Approve the contract with SCESC for Preschool Intervention Coach services for the 2025-2026 school year at a cost not to exceed $25,854.30, as recommended by the Superintendent of Schools.

C. CURRICULUM/INSTRUCTION:

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

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

Roll Call:

_____Ms. Byron	_____Dr. 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
Nicole Dilkes	Early Literacy Data to Make Instructional Decisions & Intervention NJTSS, Trenton, NJ	July 17, 2025	Registration: None
Nicole Dilkes	LinkIt Data Forward Summer Institute LinkIt, Pt. Pleasant, NJ	July 30-31, 2025	Registration: $350
Nicole Dilkes	NJPSA Fall Conference NJPSA, Atlantic City, NJ	October 16-17, 2025	Registration: $395
Emily Nause Lorena Adelhoch	Intro to the Creative Curriculum for Preschool Hampton Township, NJ	August 28, 2025	Registration: $398.50 Registration: $398.50

COMMUNICATIONS TO BOARD: None

OLD and NEW BUSINESS:

A. OLD BUSINESS
B. NEW BUSINESS

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:

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EXECUTIVE SESSION (as needed):

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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 _____