Andover Regional Board of Education Regular Meeting

July 16, 2025

Attendance:

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

Also Present: Mr. John Fritzky, Superintendent
Ms. Nicole Sylveter, Business Administrator/Board Secretary
1 member of the public

Not Present: Mr. James Fetcho

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): None at this time.

IV. APPROVAL OF MINUTES:

Ms. Byron moved and Mr. Porter seconded, that the Andover Regional Board of Education approve the minutes as amended of the following Board of Education meeting, as recommended by the Superintendent of Schools.

June 25, 2025 Regular Meeting Minutes

Roll Call Vote:

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

No: None

Abstain: Dr. Dunbar on June 25, 2025 Minutes

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

Special Committees/Ad Hoc Assignments:

Dr. Koroski reported on the Personnel/Policy committee stating that they met to discuss adjustments to non-affiliated contract negotiations, district goals and ESY staff, discussion ensued.

Ms. Sylvester reported on the Finance/Operations committee stating that they met to discuss the FMB septic update, negotiations update and the proposed increase to the State Health Benefits plan come January 1, 2026, discussion ensued.

Dr. Dunbar reported on the Curriculum/Instruction committee stating they discussed waiting on funding for ESSA grant, PreK grant changing supervision from Mrs. Ross to Mrs. Reynolds & Mrs. Dilkes, new PIC, preliminary NJSLA scores, new ELA curriculum and 2025-2026 professional development training, discussion ensued.

Ms. Byron indicated the Sussex County Educational Services received two awards since they have 100% of employment for project search students, discussion ensued.

Dr. Dunbar reported that the Andover Regional Education Foundation is looking to host the Harlem Wizards at Newton Highschool.

Mr. Hertenstein entered the room at 7:40 p.m.

VI. SUPERINTENDENT REPORT:

A. Mr. Fritzky stated that grading meetings with teachers at LPS have started.
B. Mr. Fritzky said ESY is off to a great start and thanked Mrs. Ross for making this happen.
C. Mr. Fritzky stated the cleaning of rooms has started and it is off to a good start and thanked Mr. Riffle for doing this.
D. Mr. Fritzky stated that Ms. Sylvester gave a septic update in her committee report.
E. Mr. Fritzky met with Special Counsel to discuss tuition rates with Newton High School.
F. Mr. Fritzky stated that the administration is meeting to discuss the policies on chronic absenteeism, discussion ensued.
G. Mr. Fritzky gave his monthly Suspension/HIB Report.

Mr. Porter moved and Mr. Minnick 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, Dr. Dunbar, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Ms. 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

- 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

Mrs. Sciroppo moved and Mr. Porter 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) FMB-2425-6.

Roll Call Vote:

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

No: None

Abstain: None

F. Principal's Reports

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Ms. Sylvester reported that we received $41,481 in NonPublic transportation aid.
- Ms. Sylvester reported that we received $236,416 in Extraordinary Aid to offset out-of-district student tuition costs.

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

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Minnick moved and Mr. Porter seconded, that the Andover Regional Board of Education approve resolutions #1-4 as presented:

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.

Roll Call Vote:

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

No: None

Abstain: None

B. FINANCE/OPERATIONS:

Mr. Porter moved and Mrs. Sciroppo seconded, that the Andover Regional Board of Education approve resolutions #1-22 as presented:

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.

Roll Call Vote:

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

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

Mr. Porter moved and Mrs. Sciroppo seconded, that the Andover Regional Board of Education approve resolution #1 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
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

Roll Call Vote:

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

No: None

Abstain: None

COMMUNICATIONS TO BOARD: None at this time.

OLD and NEW BUSINESS:
Ms. Widgren asked about the town's letter to the board and what it was about. Dr. Koroski informed her that it was only addressed to him and Mr. Fritzy and it was regarding the budget process and he would make sure Mr. Fritzky and Ms. Sylvester communicate with the town as they see fit when it is budget season, discussion ensued.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS: None at this time.

EXECUTIVE SESSION: None at this time.

Adjournment: Mrs. Sciroppo moved to adjourn the meeting, seconded by Mr. Hertenstein and approved at 7:54 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,



Nicole Sylvester

Business Administrator/Board Secretary