Andover Regional Board of Education Regular Meeting

August 20, 2025

Attendance:

Present: Ms. Jane Byron, Dr. Maria Dunbar, Mr. James Fetcho, 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
2 members of the public

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:

Mr. Porter moved adoption of the following resolution:

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

NOW, THEREFORE, BE IT RESOLVED by the Andover Regional Board of Education, County of Sussex, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon the hereinafter specified subject matter; 2. The general nature of the subject matter to be discussed is as follows: negotiations, legal and personnel matters; 3. It is anticipated at this time that the above stated subject matters will be made public upon resolution of all information discussed; 4. This resolution shall take effect immediately; the Board anticipates being approximately 30 minutes to discuss legal matters and no action will be taken.

Motion was seconded by Mr. Hertenstein at 7:31 p.m. and unanimously CARRIED in a voice vote.

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

RETURN TO REGULAR SESSION: Ms. Byron moved to return to regular session, seconded by Mr. Hertenstein and unanimously CARRIED in a voice vote at 8:04 p.m.

III. PRESENTATION(S): None at this time.

IV. APPROVAL OF MINUTES:

Dr. Dunbar 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.

July 16, 2025 Regular Meeting Minutes

Roll Call Vote:

Yes: Ms. Byron, Dr. Dunbar, Mr. Fetcho, Mr. Hertenstein, Mr. Minnick, Mr. Porter, Mrs. Sciroppo, Ms. 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)	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:

Mr. Porter reported on the Personnel/Policy committee stating that they met to discuss district goals and new policies, discussion ensued.

Ms. Sylvester reported on the Finance/Operations committee stating that they met to discuss the FMB septic update, district goals and business office personnel, discussion ensued.

Dr. Dunbar reported on the Curriculum/Instruction committee stating they discussed receiving funding for ESEA grant, Kindergarten and summer ESY program, new staff orientation and the ELA curriculum, discussion ensued.

Ms. Byron indicated the Sussex County Educational Services does not hold a meeting in the summer.

Dr. Dunbar reported that the Andover Regional Education Foundation is holding an outdoor movie night of Hocus Pocus on October 17th at 6:30 p.m. They will also be hosting a craft fair on November 22nd.

Mr. Porter indicated that Newton has not yet held their August board meeting.

VI. SUPERINTENDENT REPORT:

A. Mr. Fritzky gave a WIDA update.
B. Mr. Fritzky reported on the District/Board Goals.
C. Mr. Fritzky stated that the RealTime portal is now open.
D. Mr. Fritzky thanked Mr. Riffle and custodial staff for having the buildings clean and ready to go.
E. Mr. Fritzky stated the new school times are 8:40 - 3:40.
F. Mr. Fritzky thanked the administration team for a successful new staff orientation.
G. Mr. Fritzky thanked Ms. Ross and staff for a successful Extended School Year program.
H. Mr. Fritzky thanked the AREF and parent volunteers for updating the teacher's lounge!
I. Mr. Fritzky gave his monthly Suspension/HIB Report.

Mr. Hertenstein moved and Mr. Fetcho 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. Fetcho, 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

- Working with Mrs. Ross and Mrs. Dilkes on preschool planning
- Meeting with Administrative Team on 25-26 planning
- Met with Teaching Strategies

- Creating the New Teacher Orientation Agenda
- Creating the First Two Days Agendas
- Creating an IXL training for staff
- Creating a Creative Curriculum Kickstart Literacy Training for Preschool
- Met with Preschool PIC and Mrs. Dilkes for preschool planning
- Completed ELA curriculum rewrite

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

- Installed digital displays throughout the hallways at FMB and LPS.
- Updated any outdated WiFi access points throughout the district.
- Refreshed the 21st Century Lab computers.

D. Child Study Team Report: Listed below is a report prepared by **Suzanne Ross**, Supervisor of Special Services/LDTC.

- Ongoing collaboration with the administrative team regarding operations and programs, for the 25/26 school year.
- Ran Extended School Year program for approximately 50 students.
- Middle school ESY students wrote and produced a short play for parents, staff and students on the "solar system and the voyager space program." It was under the direction of Mr. Leo LaBarge and very well received.
- Set up the tank and completed all required paperwork for the Trout in the Classroom program at the Middle School.
- Conducted several preschool parent tours and info sessions for new 25/26 preschool parents.
- Worked with Mrs. Dilkes/Mrs. Reynolds on preschool planning for the 25/26 school year.
- Purchased preschool program supplies for the 25/26 school year.
- On going development of para schedules based on student/program needs.
- Coordinated community services (ie. food, housing and healthcare) for several families in need.
- Developed Special Services presentation for New Teacher Orientation
- Ongoing work on the agenda for the first two days of school.

E. Principal's Reports

VII. <u>SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:</u> None at this time.

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

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

Mr. Ordile- Asked why we are sending students to Sussex and Morris Vo-Tech. He also asked additional questions about the FMB septic system being replaced.

Ms. Gilchrist- Asked the percentage of the population that is classified, discussion ensued.

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Hertenstein moved and Ms. Byron seconded, that the Andover Regional Board of Education approve resolutions #1-15 as presented:

1. **Resignation/Retirement**: Approve and accept with best wishes the resignation for retirement purposes of Stacey Mehrkens, Assistant to the BA, effective January 1, 2026, with last day worked December 31, 2025, as recommended by the Superintendent of Schools.

2. **New Hire**: Approve Maia Febrero, FMB School Nurse, starting August 21, 2025 through June 30, 2026 at BA Step 5, $67,243, pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

3. **School Nurse Summer 2025 Days:** Approve Maia Febrero, FMB School Nurse a maximum of 5 days, 6 hours a day, $50 an hour not to exceed $1,500 for summer work, as recommended by the Superintendent of Schools.

4. **Principal in Charge:** Approve the following individuals as "Principal in Charge" to serve in a volunteer supervisory capacity in the event that our Building Principal is not present in building for professional, personal, or health related reasons for the 2025-2026 school year, as recommended by the Superintendent of Schools. All individuals listed hold required certification or certification is pending, will need to be approved by the County Executive Superintendent, and will have been trained in emergency operation procedures.

- Cary Cotto
- Lauren Huffman
- Jennifer Reynolds
- Suzanne Ross
- Kristin VanBenschoten

5. **Translation Services - Summer 2025**: Approve, retroactively, the following staff members for translation services during the Summer of 2025, on an as-needed basis, at a rate of $50/hour, as recommended by the Superintendent of Schools.

Tara Meller
Marianela Torres

6. **Translation Services - School Year**: Approve the following staff members for translation services during the 2025-2026 school year, on an as-needed basis, at a rate of $50/hour, as recommended by the Superintendent of Schools.

Tara Meller
Marianela Torres

7. **ParaProfessional Part-Time New Hire(s):** Approve the following paraprofessionals for the 2025-2026 school year, without benefits, prorated to start date and pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

NAME	SCHOOL	FTE	HOURS	STEP	SALARY
Clark, Kimberly	LPS	.95 / 28.75	5.75/day	7	$ 29,825
Cook, Stephanie	FMB	.95 / 28.75	5.75/day	5	$ 28,809
Coston, Candice	LPS	.67 / 20.00	4.0/day	7	$ 20,748
Coye, Darrius	FMB	.95 / 28.75	5.75/day	4	$ 28,280
Coye, Peyton	FMB	.95 / 28.75	5.75/day	2	$ 27,751
Coye, Rosita	FMB	.95 / 28.75	5.75/day	5	$ 28,809
D'Angelo, Audrey	FMB	.95 / 28.75	5.75/day	7	$ 29,825
Denamen, Shirley	LPS	.95 / 28.75	5.75/day	3	$ 27,751
DiCapua, Ashley	FMB	.95 / 28.75	5.75/day	5	$ 28,809
Dietz, Tara	FMB	.95 / 28.75	5.75/day	5	$ 28,809
Erickson, Monique	FMB	.95 / 28.75	5.75/day	4	$ 28,280
Etienne, Faith	FMB	.95 / 28.75	5.75/day	3	$ 27,751
Etienne, Shante	FMB	.95 / 28.75	5.75/day	6	$ 29,349
Farrell, Erica	FMB	.95 / 28.75	5.75/day	3	$ 27,751
Finley, Amy	LPS	.95 / 28.75	5.75/day	6	$ 29,349
Grant, Anthony	LPS	.95 / 28.75	5.75/day	5	$ 28,809
Hiler, Judi	FMB	.95 / 28.75	5.75/day	5	$ 28,809
Kulesa, Jessica	FMB	.95 / 28.75	5.75/day	6	$ 29,349
McDole, Joanne	LPS	.95 / 28.75	5.75/day	5	$ 28,809

McGuire, Kaila	FMB	.95 / 28.75	5.75/day	2	$ 27,751
Mellogno, Kiana	FMB	.95 / 28.75	5.75/day	2	$ 27,751
Mohanram, Marita	FMB	.95 / 28.75	5.75/day	4	$ 28,280
Nichols, Marianne	FMB	.95 / 28.75	5.75/day	7	$ 29,825
Nikolakopoulos, Scott	LPS	.95 / 28.75	5.75/day	7	$ 29,825
Nuvolone Elizabeth	FMB	.95 / 28.75	5.75/day	3	$ 27,751
Pike, Jennie	LPS	.95 / 28.75	5.75/day	7	$ 29,825
Rivetti, Stephanie	FMB	.95 / 28.75	5.75/day	4	$ 28,280
Roque, Maria**	FMB	.95 / 28.75	5.75/day	6	$ 29,349
Santiago, Kerry	FMB	.95 / 28.75	5.75/day	5	$ 28,809
Skelly, Karen	FMB	.95 / 28.75	5.75/day	3	$ 27,751
Sumski, Lisa	FMB	.95 / 28.75	5.75/day	7	$ 29,825
Toczynski, Bozena	LPS	.95 / 28.75	5.75/day	4	$ 28,280
Williams, Loretta	FMB	.95 / 28.75	5.75/day	7	$ 29,825
Wooldridge, Toby	FMB	.95 / 28.75	5.75/day	3	$ 27,751

** ***NOTE***: *Maria Roque start date is 9/15/2025*

8. **Schedule B Recommendations**: Approve the LPS Schedule B recommendations for the 2025-2026 school year, as recommended by the Superintendent of Schools.

POSITION	Salary	Coach/Advisor
Athletics		
Basketball Coach - Bovs	$3,296	Connor Mendes
Basketball Coach - Girls	$3,296	John Yanez
Assistant Basketball I Coach - Bovs	$2,987	Jake DeAnda
Assistant Basketball Coach - Girls	$2,987	Paige Ortega
Field Hockey Coach	$2 884	Wendy Ehehalt
Assistant Field Hockey Coach	$2 575	Rebecca Morrell
Track & Field	$2,884	Connor Mendes
Assistant Track & Field Coach	$2,575	Kristin VanBenschoten
Soccer I lead Coach	$2 884	Connor Mendes
Soccer Assistant Coach	$2 575	Summer Passannante
Intramural Floor Hockey	$1,854	John Yanez
Intramural Basketball	$1,236	Connor Mendes
Intramural Kickball	$618	Connor Mendes
Co Curricular		
Student Council - LPS*	$2,575	

E.A.R.T.1-1. Club- LPS	$1,236	Claire Serratelli
E.A.R.T.H. Club- LPS	$1,236	Kelly Edsall
Yearbook - LPS	$2,318	Maya Shah
Yearbook - LPS	$2,318	Kristen Brady
Class Trip Coordinator	$1545	Bozena Toczynski
Activities Supervisor /26 events\ X /$82.38/event)	$2 142	Leo Labarge, Bradley Heinke, Kristin VanBenschoten, Maya Shah, Summer Passannante, Connor Mendes, Erica Ferrell, John Yanez,Wendy Pasko, Delaney Conner, ALL LPS Staff
Drama Director- LPS•••	$3,090	Ryan Zuccheri
Music Director - LPs•••	$3,090	Lauren Mann
Artistic/Technician Assistant - LPS- Design	$1 442	Claire Serratelli
Artistic/Technician Assistant - LPS- Costume	$1,442	Delaney Conner
Graduation Coordinator	$412	Bradley Heinke
Peer Leadership - LPS	$1,339	Paige Ortega
Peer Leadership - LPS	$1.34	Bradley Heinke
National Junior Honor's Society - LPS	$2,575	Stacy Publik
Dance/Activities - LPS /3\ x /7 events\ x /$92.71/event\	$1,947	Bradley Heinke, Maya Shah, Delaney Conner, Leo LaBarge, John Yanez, Wendy Pasko, Connor Mendes, All LPS Staff
Band Director - LPS /8:00 am. - 8:40 am.\	$1,494	Ryan Zuccheri
Chorus Director - LPS /8:00 a.m. - 8:40 a.m.)	$1,494	Lauren Mann
Jazz Band - LPS	$1,236	Ryan Zuccheri
TREPS-LPS	$1.55	Kristen Brady
TREPS-LPS	$1,545	Stephanie Posser
Homework Club - LPS *split in half	$1442/$1442	Delaney Conner and Maya Shah
Art Club	$1,648	Claire Serratelli

9. **Schedule B Recommendations**: Approve the FMB Schedule B recommendations for the 2025-2026 school year, as recommended by the Superintendent of Schools.

2025-26 Schedule B

NAMES	POSITION	SALARY
	Athletics	
Wendy Ehehalt	FMB Winter Intramural (Gymnastic/Volleyball)	$1,236
Wendy Ehehalt	FMB Spring Intramural (Basketball/Kickball)	$1,236
	CoCurricular	
Justin Iazzetti	E.A.R.T.H. Club - FMB	$1,236

Lauren Huffman	Safety Patrol FMB	$1,236
Lauren Huffman	LEGO League (Robotics) FMB	$1,236
Jill Johnson	Homework Club - FMB	$2,884
Claire Serratelli	FMB Showcase Coordinator	$1,545

10. **2025-2026 Additional Lunch/Recess Duty Coverage**: Approve the following teachers to serve additional lunch/recess duty assignments for the 2025-2026 school year and to be paid per the terms in the AREA contract, as recommended by the Superintendent of Schools.

Teacher	**Additional Lunch/Recess Duty Assignments**	**Current Stipend Amount noted in current AREA Contract**
Connor Mendes	3 additional days	$2,400
Brittany Grau	3 additional days	$2,400
Stacy Publik	3 additional days	$2,400
Sandra Sica	3 additional days	$2,400
Jenny March	2 additional days	$1,600
Alison DelDuca	2 additional days	$1,600
Dave Petersen	1 additional day	$800
TBD	1 additional day	$800

11. **Mentoring**: Approve the following as per NJDOE Provisional Teacher Process requirements, with the mentoring fee to be paid through the Andover Regional Board of Education, as recommended by the Superintendent of Schools.

Mentee	**Mentor**	**Payment**	**Weeks**
Emily Nause CEAS: 1013 - PRESCHOOL-3	Debora Anello	$55/Month	September 1, 2025-June 30, 2026
Delaney Conner CEAS: 2300 - SOCIAL STUDIES	Steve Zanella	$55/Month	September 1, 2025-June 30, 2026

12. **Substitutes:** Approve the following substitute(s) for the 2025-2026 school year pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

POSITION	NAME
CUSTODIAN	Dawn Jacobsen
CUSTODIAN	Brody Jacobsen
CUSTODIAN	Daniel Nasca
CUSTODIAN	John Posser
CUST/PARA/SECR	Martha Vanarelli
NURSE	Clare Golden
NURSE	Laurie Knies
SPEECH	Brittany Anello
SECURITY OFFICER	Jeffrey Shotwell
SECURITY OFFICER	Scott Wikander
TEACHER	Cheryl Bailey
TEACHER	Karen Balzano
TEACHER	Cassie Bouvier
TEACHER	Anthony Caroleo
TEACHER	Deborah DiMatteo
TEACHER/PARA	Karen Dul
TEACHER	Valerie Egan
TEACHER	Victoria Erlemann
TEACHER	Mary Fox
TEACHER	Pam Geiger
TEACHER	Sarah Granholm
TEACHER/PARA	Emily McDole
TEACHER	Deirdre Metzger
TEACHER	Thyra Kelly
TEACHER	Nicholas Krehel
TEACHER	CJ Margolis
TEACHER	Michael Patsis
TEACHER	Charlotte Sullivan

TEACHER/SECR	Leslie Brooks
TEACHER/SECR	Louise Powers
TEACHER/SECR	Melanie Williams
TEACHER/PARA	Kimberly Raso
TEACHER/PARA	Hannah Posser
TEACHER/PARA/Leave	Kim Hubey
TEACHER/PARA/Leave	Meghan Murphy
TEACHER/PARA/SECR	Elisheva Slomiuc
TEACHER/PARA/SECR	Michele Sweeney
TEACHER/PARA/SECR	Zane Pike
SECRETARY	Darlene Vandenbergh
PARA	Elyse Bilancia
PARA	Blanca Fox
PARA	Alexis Holland
PARA	Alexis McGuire
EMPLOYEES:	
Sub Teacher	Stephanie Cook
Sub Teacher	Candice Coston
Sub Teacher	Marianne Nichols
Sub Teacher	Jennie Pike
Sub Teacher	Tara Dietz

13. **AREA Salary Guide Movement:** Approve movement on the AREA salary guide for the 2025-2026 school year, as per current AREA contract for the following teachers, as recommended by the Superintendent of Schools.

NAME	POSITION	FROM STEP	FROM SALARY	TO STEP	TO SALARY
Rebecca Burrows	Teacher	MA +30 Step 8	$78,877	MA + 45 Step 8	$80,877
Justin Iazzetti	Teacher	BA +15 Step 7	$71,972	BA +30 Step 7	$73,122
Nicole Sautter	Teacher	MA Step 5	$72,293	MA +15 Step 5	$73,343
Marianela Torres	Teacher	BA + 30 Step 6	$71,561	MA Step 6	$73,811
Tara Cotter	Teacher (.8)	BA Step 7	$56,258	BA Step 8	$57,542

14. **New Hire**: Approve Tracey Babler, Payroll Coordinator, starting September 3, 2025 through June 30, 2026 at a pro-rated (.5) salary of $27,728, pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

15. **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 #235

P 0173	Duties of Public School Accountant (Revised)
P 0174	Legal Services (M) (Revised)
P 0177	Professional Services (M) (Revised)
P & R 1570	Internal Controls (M) (Revised)
P 1620	Administrative Employment Contracts (M) (Revised)
P & R 6111	Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
P 6220	Budget Preparation (M) (Revised)
R 6220	Budget Preparation (Revised)
P 0141.3	Board Member Number and Term – Regional School District (New)
P 0143	Board Member Election and Appointment (Revised)
P 1636.01	Notification of Promotion, New Job, and Transfer Opportunities (New)
P 1648.15	Recordkeeping for Healthcare Settings In School Bldgs.–Covid-19 (M) (Abolished)
P 2422	Statutory Curricular Requirements (M) (Revised)
P & R 5117	Interdistrict Public School Choice (Revised)
P 5339.01	Student Sun Protection (M) (New)
R 5200	Student Attendance

Roll Call Vote:

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

No: None

Abstain: Mr. Porter on resolution #12

B. FINANCE/OPERATIONS:

Dr. Dunbar moved and Mrs. Sciroppo seconded, that the Andover Regional Board of Education approve resolutions #1-32 as presented:

1. **Treasurer & Board Secretary's Certification and Report**: Approve the revised 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 August 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 July 2025, as recommended by the Superintendent of Schools.

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

4. **Bills List**: Approve/accept the Bills List from July 17, 2025 through August 20, 2025 for a total of $1,292,428.57 as recommended by the Superintendent of Schools.

5. **Building Use for 2025-2026 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 United Soccer Club	Practice	Various	Yes	LPS/FMB
AREF	Craft Fair	11/21 & 11/22	Yes	LPS
PTA	Scholastic Book Fair	9/22/25-9/26/25	Yes	FMB
PTA	Ice Cream Social	September 12, 2025	Yes	FMB
PTA	Staff Breakfast	September 2, 2025	Yes	LPS
AREA	Family Asset Building (Center for Prevention)	October 22, 2025	Yes	FMB
AREA	Don't Get Vaped In (Center for Prevention)	September 30, 2025	Yes	LPS
YMCA	Before & After Care	2025-2026 School year	Pending paperwork	FMB

6. **Increase to Bid & Quote Threshold**: WHEREAS, Nicole Sylvester, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from $44,000 to $53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Andover Regional Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of $53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations, as recommended by the Superintendent of Schools.

7. **Confires Fire Protection Services**: Approve the inspection and repairs services agreement with Confires Fire Protection Service for sprinkler and fire pump inspection services at a cost of $718.50, as recommended by the Superintendent of Schools.

8. **Confires Fire Protection Services**: Approve the annual for inspection and repairs services agreement with Confires Fire Protection Service for additional sprinkler and fire pump inspection services at a cost of $660, as recommended by the Superintendent of Schools.

9. **Tuition Contract with Sussex County Technical School:** Approve the tuition contract agreement with Sussex County Technical School for the 2025-2026 school year at a cost to be determined based on the number of students enrolled at $3,000 per student, as recommended by the Superintendent of Schools.

10. **Tuition Contract with Newton Public Schools:** Approve the tuition contract agreement between Newton Public Schools & Academy 360 for Student ID#2016067024 for tuition to be paid by Andover Regional School District for the 2025-2026 school year at a cost of $96,040.45 with additional services at a cost of $47,150, as recommended by the Superintendent of Schools.

11. **Tuition Contract with Morris County Vo-Tech:** Approve the tuition contract agreement between Morris County Vocational School District and Andover Regional School District for student ID#4013972974 for the 2025-2026 school year at a cost of $14,175, 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 #1782282207 at an annual rate of $2,541 for the 2025-2026 school year, as recommended by the Superintendent of Schools.

13. **Contract with Commission for the Blind and Visually Impaired**: Approve the contract with NJDOE for Commission for the Blind and Visually Impaired for Student #5102609593 at an annual rate of $2,541 for the 2025-2026 school year, as recommended by the Superintendent of Schools.

14. **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 rate of $19,161 for the 2025-2026 school year, as recommended by the Superintendent of Schools.

15. **FMB Septic GPR**: Approve Ground Penetrating Radar Source, LLC to provide markout for soil areas for new septic field to be tested at FMB at a cost of $1,100, as recommended by the Superintendent of Schools.

16. **Services from GZA GeoEnvironmental for FMB Septic Services**: Approve the RFP with GZA GeoEnvironmental Inc. for geotechnical services, to dig holes and test the soil at FMB for the next phase of the septic project at a cost of $13,950 to be paid out of maintenance reserve, as recommended by the Superintendent of Schools.

17. **District Mentoring Plan**: Approve the Andover Regional District Mentoring Plan (attached) for 2025-2026 school year, as recommended by the Superintendent of Schools.

18. **Approval of IDEA Funded Aide**: Approve the following salary to be funded by the Federal IDEA Basic grant for employee #1361 Rosita Coye at 25% for $7,267, for the 2025-2026 school year, as recommended by the Superintendent of Schools.

19. **Approve updated Facilities plans:** Approve the updated facilities plans: IPM Plan, IAQ Plan, Chemical Hygiene Plan, as recommended by the Superintendent of Schools.

20. **Purchasing Manual:** Approve the 2025-2026 Purchasing Manual, as recommended by the Superintendent of Schools.

21. **Maintenance Agreement with EM Electrical:** Approve the 2025-2026 generator maintenance agreement with EM Electrical at a cost of $2,600, as recommended by the Superintendent of Schools.

22. **Accurate Pest Control:** Approve the 2025-2026 pest management agreement with Accurate Pest Control at a monthly cost of $100 for both schools with a one-time $40 charge for IPM books, as recommended by the Superintendent of Schools.

23. **Joint Transportation Agreement**: Approve the Joint Transportation Agreement between Andover Regional School District and Lenape Valley High School for the transportation of one choice student to Newton High School on Andover Regional Route #NHS-19 and for Lenape Valley

High School to pay Andover Regional $1,177, for the 2025-2026 school year, as recommended by the Superintendent of Schools.

24. **Joint Transportation Agreement**: Approve the Joint Transportation Agreement between Lenape Valley High School and Andover Regional School District for the transportation of eight choice students to Lenape Valley High School on Lenape Valley Route #LV33 at a cost of $1,177 per student, totaling $9,416, for the 2025-2026 school year, as recommended by the Superintendent of Schools.

25. **Maintenance Reserve Proposals:** Approve, retroactively, the following to be paid out of maintenance reserve, as recommended by the Superintendent of Schools:

Item	Amount not to exceed:
GPR- FMB Septic	$700

26. **Fundraising and Charity Drives**: Approve the following fundraising and charity drives for FMB for the 2025-2026 school year, as recommended by the Superintendent of Schools.

Name/Beneficiary	Approx. Dates	Process
Costume Drive for NORWESCAP	September	New or gently used Halloween costumes collected in front hallway
Stuff the Stocking for Project Self Sufficiency	October/November	New gifts, unwrapped
Cereal Drive for Benny's Bodega	January	90th and 100th day of school collection
Coin Drive and Read A Thon for Book Fair/PTA	February	Coins collected (penny wars style) to pay for books for students in need
Hygiene Drive for Weekend Bag	March	Hygiene products collected by nurse
Jump Rope for Heart	May	3rd and 4th grade only, online collection
PTA Spirit Wear	September	Benefit the PTA events for students, teacher and local community
PTA Meadow Farm Fundraiser for FMB & LPS	September 15-30, 2025	Benefit the PTA events for students, teacher and local community
PTA Holiday Gift Shop for FMB	December 8-12, 2025	Benefit the PTA events for students, teacher and local community

27. **2025-2026 ESEA Grant:** Approve and submit the following ESEA grant monies for the 2025-2026 school year:

Title I- A	Title II- A	Title III	Title IV Part A
$71,747	$14,379	$2,385	$10,000

28. **District Goals:** Approve the following District goals for the 2025-2026 school year, as recommended by the Superintendent of Schools:

1. Student Achievement
Insure all students demonstrate continuous growth in academic achievement through engaging instruction and equitable access to resources

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2. School Community
Foster a positive, inclusive, and collaborative school community where students, families, staff, and stakeholders are engaged partners in supporting student growth, well-being, and success.

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3. School Climate
Cultivate a safe, supportive, and respectful school climate that promotes student well-being, encourages positive relationships, and fosters a sense of belonging for all members of the school community.

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4. Data-Informed Decision Making
Build staff capacity to effectively analyze and apply data to inform instructional practices, enhance student learning, and drive continuous improvement across the district.

29. **ARSD Substitute Pay**: Approve the following pay for ARSD Substitutes for the 2025-2026 school year, as recommended by the Superintendent of Schools.

Leave Replacement (Grading/Planning)	$150/day for 60 days/placed on guide step 1 after 60 days per policy
Substitute Teacher (Including Permanent Sub)– Full Day	$120/day
Substitute Teacher – ½ Day	$60
Substitute Para	$15.49/hour
Substitute Secretary	$15.49/hour
Substitute Security Officer	$35/hour
Nurses	$250/day
Substitute Custodian	$15.49/hour
Substitute Custodian (w/Black Seal)	$20.00/hour

30. **Emergency Response & School Safety & Security Plan**: Approve the Andover Regional Emergency Response and School Safety and Security Plan for the 2025-2026 School Year, as recommended by the Superintendent of Schools.

31. **Student Handbooks**: Approve the handbooks for the Florence M. Burd and Long Pond School students and parents for the 2025-2026 school year, as recommended by the Superintendent of Schools.

32. **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	5170 - Information Sources & Services	3	William Paterson University	$625.80	$1,877.40	Fall
Nicole Sautter	6110 Management of the School LibraryMedia Program	3	William Paterson University	$625.80	$1,877.40	Fall

Roll Call Vote:

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

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

Mr. Minnick moved and Dr. Dunbar 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
Linda Kristiansen	Monthly TransTable Mtgs. Transportation Statutes, Best Practices & Industry News	September 2025-June 2026	Mileage: 47¢ mile

	Location: Various		
Robert Riffel	Designated Persons Meetings NJDAP, Colts Neck, NJ	Quarterly	Mileage: 47¢ mile
Robert Riffel	B&G Meetings NJSBGA, Lafayette, NJ	Monthly	Mileage: 47¢ mile
Robert Riffel (retroactive)	En-Suite Account Set-Up NJDEP, Boonton NJ	August 5, 2025	Mileage: 47¢ mile
Wendy Ehehalt	Lake Conference: Misc. Phys Ed Specific Sessions NJAHPERD Johnsonburg, NJ	October 27 - 28, 2025	Registration: $315.00
Nicole Sylvester	NJASBO Whippany, NJ	Monthly for 25-26 SY	Registration: Up to $175 per class

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

Grade/ Teacher	Date/ Destination/ Purpose	Student Cost	Board Cost
Wendy Ehehalt Field Hockey Grades 5-8	Field Hockey Away Games September 24, 2025 Merriam Ave School Newton, NJ October 1, 2025 Green Hills School Newton, NJ October 14, 2025 Kittatinny HS Newton, NJ October 16, 2025 Frankford Twp SD Branchville, NJ October 20, 2025 Hardyston Twp SD Hamburg, NJ	$0	$2,190.00

	October 22, 2025 Franklin Boro School Franklin, NJ		
Conner Mendes Soccer Team	Soccer Away Games September 15-October 30, 2025 To display Charger Pride through sportsmanship and positive competition. September 25 Green October 2, 2025 Hamburg October 7, 2025 Byram October 8 Frankford	$0	$1,460.00

3. **ELA Curriculum**: Approve the rewritten ELA curriculum that includes the new 2023 New Jersey Student Learning Standards and updates due to our work with the Early Literacy Grant, as recommended by the Superintendent of Schools.

Roll Call Vote:

Yes: Ms. Byron, Dr. Dunbar, Mr. Fetcho, 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:

Dr. Dunbar asked why the classroom supply lists include so many items that total a significant amount of money, discussion ensued.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:

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

Mr. Ordile- Asked where we are getting money for the septic from and why do we have such high amounts in our reserve accounts. He also asked if we pay for the transportation of students to Sussex and Morris Vo-Tech, discussion ensued.

Ms. Widgren exited the room at 8:56 p.m.

EXECUTIVE SESSION: None at this time.

Adjournment: Mrs. Sciroppo moved to adjourn the meeting, seconded by Mr. Minnick and approved at 9:00 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,



Nicole Sylvester

Business Administrator/Board Secretary