Andover Regional Board of Education Regular Meeting

October 14, 2026

Attendance:

Present: Ms. Jane Byron, Mr. Brian Hertenstein, Dr. Robert Koroski, Mr. Steven Minnick, Mr. William Porter, Ms. Kelsey Shalinksy and Ms. Margaret Widgren

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

Not Present: Dr. Maria Dunbar and Mr. James Fetcho

I. INTRODUCTORY ITEMS:

Dr. 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: Dr. 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:

- Mr. Fleming gave a presentation on the Student Safety Data System (SSDS).

- Mr. Fritzky gave a presentation on the restructuring of grade levels at LPS and FMB.

IV. APPROVAL OF MINUTES:

Mr. Minnick moved and Mr. Hertenstein 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.

September 23, 2026 Regular Meeting Minutes

Roll Call Vote:

Yes: Ms. Byron, Mr. Hertenstein, Dr. Koroski, Mr. Minnick, Mr. Porter, Ms. Shalinksy and Ms. Widgren

No: None

Abstain: None

V. COMMITTEE REPORTS:

Board Committees:

Personnel/Policy	Finance/Operations	Curriculum/Instruction
Mr. Porter (Chair)	Mr. Fetcho (Chair)	Ms. Byron (Chair)
Dr. Dunbar	Ms. Widgren	Mr. Hertenstein
Dr. Koroski	Mr. Minnick	Ms. Shalinsky

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.	Ms. Widgren	Mr. Hertenstein/Dr. Koroski
Sussex County Educational Services	Dr. Koroski	Ms. Widgren/Mr. Hertenstein
Andover Regional PTA	Ms. Shalinsky	Ms. Widgren/Dr. Dunbar
Township Liaison	Ms. Widgren	Dr. Dunbar
Negotiations/Sick Bank	Dr. Koroski	Mr. Fetcho/Ms. Widgren/Mr. Hertenstein
QSAC Committee	Dr. Koroski	Mr. Minnick/Ms. Widgren
SEPAG Liaison	Mr. Hertenstein	Dr. Koroski/Mr. Fetcho/Ms. Widgren

Andover Regional Education Foundation	Dr. Dunbar	Dr. Koroski

Mr. Porter reported on the Personnel/Policy committee stating that they met to discuss numerous personnel changes and the FMB septic, discussion ensued.

Ms. Sylvester reported on the Finance/Operations committee stating that they met to discuss the FMB septic update, that Ms. Sylvester was asked to be on a NJASBO ad hoc committee for transportation regarding the State funding formula, discussion ensued.

Dr. Koroski reported on the Curriculum/Instruction committee stating they discussed the FMB septic, PEA Operation Plan, working with LinkIt! to help staff analyze data, NJSLA test scores were received, 2027-2028 scheduling and the October in-service date, discussion ensued.

Ms. Widgren gave an update on the Newton Board meetings reporting that she took a tour of the buildings and in the high school, she saw the auditorium which is going to be renovated. Ms. Widgren also stated that the Principals set up an exchange program within the country starting with the class of 2028. The building principals came and presented their building goals. The Board is having a retreat to become a certified board. Ms. Widgren reported that Sussex County has a makerspace program available. On October 1st Ms. Widgren toured the schools with the legislators and discussed intervention, early literacy, etc. On October 10th she attended a tour of Halstead school. At the board meeting, the student liaison gave updates regarding student highlights. This Friday is Senior night and the next Newton Board meeting will be held on November 17, 2026, discussion ensued.

Ms. Shalinky reported that the PTA had a kickoff meeting with room parents on September 30th, October 23rd FMB will host the annual Trunk or Treat and the next regular meeting is scheduled for October 28, 2026, discussion ensued.

Mr. Hertenstein reported that the AREF golf outing was not as well attended as they would have liked. However, this Friday is movie night at FMB for all who would like to attend!

VI. SUPERINTENDENT REPORT:

A. Mr. Fritzky reported that NJSLA Testing Results are in and there will be a presentation at the November BOE Meeting.
B. Mr. Fritzky stated the QSAC DPR has been completed and the County office will be in on March 17th.

C. Mr. Fritzky has conducted formal meetings with the CST Team and developed exit interview questions for parents.
D. Mr. Fritzky completed many formal teacher observations and the first round of observations are scheduled to be completed by December 1st.
E. Mr. Fritzky started scheduling for both schools for the 27-28 year.
F. Mr. Fritzky attended the County CST meeting.
G. Mr. Fritzky attended the Superintendent Roundtable meeting.
H. Mr. Fritzky attended the NJDOE Superintendent Meeting.
I. Mr. Fritzky announced that Mayor Walsh visited 3rd grade to help our students learn about local government.
J. Mr. Fritzky reported that all student screeners have been completed.
K. Mr. Fritzky reported on the monthly Suspension/HIB Report.

Mr. Hertenstein 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, Mr. Hertenstein, Dr. Koroski, Mr. Minnick, Mr. Porter, Ms. Shalinksy and Ms. Widgren

No: None

Abstain: None

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

- Ran check in meetings with new staff
- Completed NJSLA CRS Training
- Worked with Tech department to prepare reports and complete a teaching document for teachers to read the NJSLA reports on the new system
- Completed a deep dive into the NJSLA data to be reported to the public at the Nov. board meeting
- Completed a number of formal observations
- Worked with the Pre-K teachers to organize a Fall Festival for the preschool
- Working with the Pre-K teachers and Ms. DelDuca to organize our first ECAC meeting which will be held on October 13.
- Worked with the Admin Team to organize a full day PD to include Trauma Informed Educational Practices and an afternoon of an ed camp with sessions led by many of our teachers.
- Attended QSAC Instruction and Programming County Meeting
- Attended the County Curriculum Consortium Meeting
- Completed formal teacher observations

- Worked with Mrs. Maney and the committee to get Gifted and Talented started
- Worked with Ms. Trzop to get ELL instruction started
- Attended the Preschool Director meeting with state representative for Sussex County
- Working on the Preschool Operational Plan and the Projected Preschool Enrollment numbers
- Completed the Gifted and Talented Report for the DOE
- Attended a Link It Training
- Working on 27-28 Scheduling with the Administrative Team

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

- Provided technical support to our community during the LPS and FMB Back to School Nights.
- Attended NJSLA CRS Training
- Configured an SFTP synchronization between the district's Student Information System (SIS) and PickUp Patrol to support secure and efficient data integration.

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

D. 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-2627-1.

Roll Call Vote:

Yes: Ms. Byron, Mr. Hertenstein, Dr. Koroski, Mr. Minnick, Mr. Porter, Ms. Shalinksy and Ms. Widgren

No: None

Abstain: None

E. Principal's Reports

VII. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT:

- Ms. Sylvester reported that the 2025-2026 Audit was completed with no audit recommendations.

VIII. PUBLIC PARTICIPATION ON AGENDA ITEMS:

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

Ms. Gilchrist- inquired about the septic resolution and how it is being funded, discussion ensued.

IX. ACTION ITEMS:

A. PERSONNEL/POLICY:

Mr. Porter moved and Mr. Hertenstein seconded, that the Andover Regional Board of Education approve resolutions #1-5 as presented:

1. **Ashley DiCapua Extended Hours**: Approve, retroactively, Ashley DiCapua to work one additional hour per week, bringing her total weekly hours to 29.75 effective September 23, 2026, as recommended by the Superintendent of Schools.

2. **Para Resignation**: Approve the resignation of Kelly Phillips with last day worked, October 16, 2026, as recommended by the Superintendent of Schools.

3. **Updated LPS Schedule B Stipends**: Approve the updated Long Pond School Schedule B Stipends for the 2026-2027 school year, as recommended by the Superintendent of Schools.

POSITION	Salary (per contract)	Coach/Advisor
Athletics		
E.A.R.T.H. Club- LPS	$1,236	Lauren Huffman
Yearbook - LPS	$2,318	Bryan Fleming
Music Director - LPS•••	$3,090	Greta Nappa

4. **Merit Goal**: Approve the following merit goal at a cost of $4,609 for John Fritzky, Superintendent of Schools:

> Approval of Special Administrative Project: Special Education Department Performance Evaluation and Improvement Plan
>
> Action Requested: Approval of a Special Administrative Project focused on conducting a comprehensive evaluation of the Special Education Department's current performance, programs, and service delivery model, culminating in actionable recommendations to be presented at the June Board of Education meeting.
>
> Evidence of Completion: Assess key areas including service delivery models, student outcomes, resource allocation, staffing patterns, compliance, and stakeholder feedback (parents/guardians, educators, and administrators).

1. Identify Strengths & Opportunities: Pinpoint core strengths to maintain while identifying areas requiring structural, operational, or instructional enhancement.
2. Develop Strategic Recommendations: Formulate evidence-based recommendations designed to improve academic, social-emotional, and functional outcomes for students, while optimizing departmental efficiency.

Deliverables & Timeline:
● Project Period: September 2026 – June 2027
● Final Deliverable: A formal evaluation report and presentation featuring findings, data analysis, and strategic recommendations to be delivered at the June Board of Education Regular Meeting.

5. **Substitutes:** Approve the following substitute(s) for the 2026-2027 school year pending receipt of all required paperwork, including criminal history clearance, as recommended by the Superintendent of Schools.

Tanya Space - Retro to 9/24/26 Substitute Custodian
Emily Henion - Substitute Nurse

Roll Call Vote:

Yes: Ms. Byron, Mr. Hertenstein, Dr. Koroski, Mr. Minnick, Mr. Porter, Ms. Shalinksy and Ms. Widgren

No: None

Abstain: None

B. FINANCE/OPERATIONS:

Mr. Porter moved and Mr. Minnick seconded, that the Andover Regional Board of Education approve resolutions #1-16 as amended:

1. **Treasurer & Board Secretary's Certification and Report**: Approve the September 2026 Board Secretary's and Treasurer's Reports pursuant to N.J.A.C. 6A:23A-16.10(c)3, we certify that as of September 2026 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, *and reflects all audit adjustments to date,* 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. **Transfers**: Approve/accept the Transfer Report for September 2026, as recommended by the Superintendent of Schools.

3. **Bills List**: Approve/accept the Bills List from September 24, 2026 through October 14, 2026 for a total of $1,540,273.64 as recommended by the Superintendent of Schools.

4. **Building Use for 2026-2027 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
PTA	Meetings	Various	Yes	FMB
Byram Karate Academy	Martial Arts Seminar	March 14, 2027	Yes	LPS
Allyson Lerner	Community Event	November 7, 2026	Yes	FMB

5. **Facilities Checklist**: Approve the annual Health & Safety Facilities Checklist for LPS and FMB for the 2026-2027 school year, as recommended by the Superintendent of Schools.

6. **On-Tech E-Rate Funding**: Approve the agreement with On-Tech for E-Rate Funding Services for the 2027-2028 school year, as recommended by the Superintendent of Schools.

7. **Delta Dental Amendment**: Approve the amendment to the Agreement for a Super-Composite plan offering at a monthly cost of $167.62 from November 1, 2026 through June 30, 2027, as recommended by the Superintendent of Schools.

8. **Farmstead Golf & Country Club Contract**: Approve the contract with Farmstead Golf & Country Club for the 8th grade dance at a cost of $30 per student to be paid by Andover families, as recommended by the Superintendent of Schools.

9. **Approval of CMP & M-1:** Approves the submission of the 2026-2027 Comprehensive Maintenance Plan: Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public-school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Andover Regional Board of Education are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Andover Regional Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Andover Regional Board of Education in compliance with Department of Education requirements.

10. **Bus Evacuations**: Approve the attached Fall 2026 bus evacuations, as recommended by the Superintendent of Schools.

11. **Contract award of the Septic System Replacement at Florence M. Burd ES:**

WHEREAS, on Tuesday, October 6, 2026, the Andover Regional Board of Education ("Board") held a public bid opening for the award of a contract for the Septic System Replacement at Florence M. Burd ES ("Project"); and

WHEREAS, the Board received 2 (two) bids which were opened at the public bid opening; and

WHEREAS, the lowest numerical bid was submitted by KDP Developers, Inc. with a base bid amount of seven hundred forty-seven thousand dollars ($747,000.00) and an alternate bid amount of twenty-seven thousand, six hundred dollars ($27,600.00) for a total bid of seven hundred seventy-four thousand, six hundred dollars ($774,600.00), which included a one hundred thousand dollar ($100,000.00) general allowance to be used for unforeseen conditions and for other work the Board deems appropriate for this Project; to be paid out of capital reserve funds; and

WHEREAS, the Board's attorney has determined KDP Developers, Inc. of Phillipsburg, NJ, to be the lowest responsive and responsible bidder;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1, et. seq., the Board hereby awards the contract for the Septic System Replacement at Florence M. Burd ES to KDP Developers, Inc. of Phillipsburg, NJ, in the total amount of seven hundred seventy-four thousand, six hundred dollars ($774,600.00); and

BE IT FURTHER RESOLVED, that the Board's Architect is authorized to prepare the contract for the Project, forward same to KDP Developers, Inc., and to obtain all documentation required thereby; and

BE IT FURTHER RESOLVED, that upon receipt of the signed contract, insurance information, performance and payment bonds, and other required documentation from KDP Developers, Inc., the Business Administrator is authorized to return the bid securities to the remaining bidders; and

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to execute the contract on behalf of the Board for the Project.

Adopted this fourteenth day of October, 2026, by the Andover Regional Board of Education.

12. **Nurses' Plan**: Approve the 2026-2027 school year attached Nurses' Plan, as recommended by the Superintendent of Schools.

13. **QSAC DPR**: Approve the Andover Regional School District DPR for QSAC for the 2026-2027 school year, as recommended by the Superintendent of Schools.

14. **SSDS (Student Safety Data System)**: Accept the Student Safety Data System report for 2025-2026 school year, as recommended by the Superintendent of Schools.

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

Name	Program	Credits	Location	Cost per Credit	Reimbursement Cost	Dates
Alison DelDuca	SPED 610 Executive Function & Study Skills	3	Southern New Hampshire University	$659	$1,977	Spring 2027

16. **Reorganization & Relocation of 4th Grade:** Approve THE REORGANIZATION AND RELOCATION OF THE FOURTH GRADE TO THE LONG POND SCHOOL FOR THE 2027–2028 SCHOOL YEAR

WHEREAS, the Board of Education of the Andover Regional School District ("Board") is dedicated to providing an optimal educational environment, ensuring efficient utilization of school facilities, and supporting the academic, social, and emotional growth of all students within the District; and

WHEREAS, District Administration, in conjunction with educational staff and facilities leadership, has reviewed current student enrollment projections, facility capacities, grade-level configurations, and instructional space allocation; and

WHEREAS, the District conducted two dedicated parent outreach meetings to engage the school community, address parent and community concerns, and highlight educational and structural opportunities associated with the proposed grade reconfiguration; and

WHEREAS, input gathered during these parent outreach sessions was reviewed and incorporated into administrative transition planning to ensure community voices informed the final plan; and

WHEREAS, relocating the fourth-grade student population to Long Pond School beginning with

the 2027–2028 school year will optimize instructional programming, promote smooth grade-level transitions, and maximize the operational efficiency of District facilities; and

WHEREAS, the Superintendent of Schools recommends the transition of the fourth grade to Long Pond School effective for the 2027–2028 academic year;

NOW, THEREFORE, BE IT RESOLVED, that the Andover Regional Board of Education hereby approves the relocation and reassignment of the fourth-grade class to Long Pond School, effective at the commencement of the 2026–2027 school year; and

BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent of Schools, District Business Administrator, and District staff to take all necessary administrative, operational, and communication measures to execute a seamless transition, including but not limited to facility preparation, student transportation routing, staffing alignments, and continued community dialogue.

Roll Call Vote:

Yes: Ms. Byron, Mr. Hertenstein, Dr. Koroski, Mr. Minnick, Mr. Porter, Ms. Shalinksy and Ms. Widgren

No: None

Abstain: None

C. CURRICULUM/INSTRUCTION:

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

1. **Science Curriculum Development:** Approve Dave Peterson & Kristin Vanbenschoten for 4 hours each at $50/hr for Science Curriculum development, after school hours for the 2026-2027 school year

2. **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 Jenn Reynolds	Early Mathematics Summit Monroe Township, NJ	December 9, 2026	Registration: $195/Each
Alyssa Maxwell	Early Intervention Strategies to help Young Children	December 2, 2026	Registration: $295

	w/Development Delays & Challenging Behaviors REMOTE		
Deb Anello	Conquer Math-Grade 2 Pompton Plains, NJ	October 7, 2026 (retro) November 10, 2026 December 2, 2026 January 11, 2027 March 8, 2027	Registration: $1,060 Mileage: $25.87

3. **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
Ryan Zuccheri SCJHM 6-8	11/10/26 Vernon High School An all-day rehearsal to prepare for a performance.	$0	$570

Roll Call Vote:

Yes: Ms. Byron, Mr. Hertenstein, Dr. Koroski, Mr. Minnick, Mr. Porter, Ms. Shalinksy and Ms. Widgren

No: None

Abstain: None

X. COMMUNICATIONS TO BOARD: None at this time.

XI. OLD and NEW BUSINESS: Mr. Fritzky congratulated Ms. Sylvester on another year of no audit findings.

XII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS:

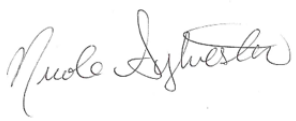
Below are the comments from the Public, all questions were answered and discussed, if applicable.

Mr. Ordile- Asked if there was an update as to when there would be a presentation on the per pupil cost that was brought up in a previous board meeting.

XIII. <u>EXECUTIVE SESSION:</u> None at this time.

Adjournment: Mr. Hertenstein moved to adjourn the meeting, seconded by Mr. Minnick and approved at 8:32 p.m. and carried by a Unanimous Voice Vote call by all members in attendance.

Respectfully submitted,



Nicole Sylvester

Business Administrator/Board Secretary