

**LEBANON BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
Regular Business Meeting Agenda  
August 15, 2019 6:30 pm  
Lebanon Borough School Library**

**CALL TO ORDER:** \_\_\_\_\_ called the meeting to order at \_\_\_\_\_.

**PUBLICATION  
OF NOTICE:**

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, adequate notice of this meeting was provided through a public notice on January 4, 2019:

- a. Faxing to two newspapers designated by the Board- The Hunterdon County Democrat and the Express Times.
- b. Posting to the District Website, the main bulletin board in the Administration office of the Lebanon Borough School.
- c. Faxing to the Clerk of Lebanon Borough.

**ROLL CALL:**

Board Members:

- \_\_\_\_\_ Daniel Elwell, President  
\_\_\_\_\_ Jacklyn Carruthers, Vice President  
\_\_\_\_\_ David Abeles  
\_\_\_\_\_ Christine Burton  
\_\_\_\_\_ Danielle Nugent

District Administrators:

- \_\_\_\_\_ Mr. Bruce Arcurio, Chief School Administrator  
\_\_\_\_\_ Mrs. Patricia Duell, School Business Administrator/Board Secretary

**PLEDGE OF**

**ALLEGIANCE:** \_\_\_\_\_ led the Board in the Pledge of Allegiance.

**PRESIDENT'S COMMENTS:**

**REPORT OF THE CHIEF SCHOOL ADMINISTRATOR:**

**REPORT OF THE BUSINESS:**

Our next meeting is scheduled for October 3, 2019 at 6:30 pm.

**Action Items 20-BA-01 through 20-BA-05:**

**Action 20-BA-01:**

**BE IT RESOLVED**, that the Board of Education hereby approves the following Board Meeting Minutes for:

**Minutes: Regular Session**  
**June 20, 2019**

**Minutes: Executive Session:**  
**June 20, 2019**

**Minutes: Special Meeting**  
**August 8, 2019**

**Action 20-BA-02:**

**BE IT RESOLVED**, that the Board of Education hereby approves the Board Secretary Reports for the period ending:

**June 30, 2019 (audited)**

**Action 20-BA-03:**

**BE IT RESOLVED**, that the Board of Education hereby approves the Treasurer's Reports for the period ending:

**June 30, 2019 (audited)**

**Action 20-BA-04:**

**BE IT RESOLVED**, that the Board of Education hereby approves the Line Item Transfers for the period ending:

**June 30, 2019 (audited)**

**Action 20-BA-05:**

**BE IT RESOLVED**, that the Board of Education hereby approves the Board Secretary Reports for the period ending:

**June 30, 2019 (audited)**

**Action 20-BA-06:**

**BE IT RESOLVED**, that the Board of Education does hereby certify that as of the date of these reports, no line item account has encumbrances and/or expenditures which in total exceed the line item appropriation in violation of NJAC 6A:23-2.1:

**AND BE IT RESOLVED**, that the Chief School Administrator recommends that the Lebanon Borough Board of Education accept the monthly financial reports of the Secretary and Treasurer of School Monies for the following periods:

**June 30, 2019 (audited)**

**AND FURTHER RECOMMENDS**, in compliance with NJAC 6A:23-2.11c(4), that the Board of Education certify that no major account has been over-expended in violation of NJAC 6A:23-2.11 (b) and that as of this report date, sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

**Motion by:** \_\_\_\_\_ **Second by:** \_\_\_\_\_

**BA Discussion:**

**Roll Call:**

**D. Abeles                      C. Burton                      J. Carruthers                      D Nugent                      D Elwell**

\_\_\_\_\_ Ayes;                      No;                      abstain

Motion:                      Carries                      Fails                      Tabled

**OLD BUSINESS:**

**PUBLIC COMMENTS – AGENDA ITEMS**

***Please note that as a practice the Board limits public comments to three minutes.***

***District's Policy 0167 - Public Participation in Board Meetings. The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide for two periods of public comments at every regularly scheduled meeting of the Board. Public participation shall be governed by the following rules:***

1. *A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate.*

2. *Each statement made by a participant shall be limited to a reasonable time as determined by the presiding officer.*
3. *No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.*
4. *All statements shall be directed to the presiding officer; no participant may address or question Board members individually.*
5. *The presiding officer may*
  - (a) *Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant to the district;*
  - (b) *Request any individual to leave the meeting when that person does not observe reasonable decorum;*
  - (c) *Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;*
  - (d) *Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.*

**FACILITY/FINANCE/POLICY:****Committee of the whole****Action items 20-FFP-01 through 20-FFP-08:****Action 20-FFP-01:**

**BE IT RESOLVED**, that the Board of Education does hereby approve the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy 6471 "School District Travel". Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Administrative Code and NJ Dept. of Treasury guidelines as well as the OMB mileage reimbursement of \$0.31 per mile. Where more than 5 individuals from the district are to attend the same out of state conference, the school district shall obtain prior written approval from the Executive County Superintendent.

<b>Employee/Board Member</b>	<b>Program/Location</b>	<b>Date</b>	<b>Cost</b>	<b>Mileage</b>
B. Arcurio	HC ASA Conference Shawnee PA	9/26 & 27, 2019	\$189.00	<b>OMB</b>
B. Arcurio	HCASA Roundtable meetings	11/1/19 12/13/19 1/3/2020	N/A	<b>OMB</b>

		2/7/2020 3/6/2020 4/3/2020 5/1/2020 6/5/2020		
<i>T. Duell</i>	<i>Hunterdon/Warren ASBO Asbury, NJ</i>	9/18/2019 10/16/2019 11/20/2019 12/18/2019 1/15/2020 2/19/2020 3/18/2020 4/15/2020 5/20/2020 6/??/2020	N/A	OMB
<i>J. Haag</i>	<i>Hunterdon/Warren Building &amp; Grounds Association Meetings Asbury, NJ</i>	9/26/19 10/24/19 11/28/19 12/19/19 1/23/20 2/27/20 3/27/20 4/24/20 5/29/20 6/19/20	N/A	OMB
<i>B. Arcurio K. Heller</i>	<i>Elementary Conflict Resolution New Brunswick NJ</i>	8/8/2019	N/A	OMB

**THEREFORE, BE IT RESOLVED** that the Board of Education approves all travel not in compliance with NJAC 6A:23A-7.3 et.seq. as being necessary and unavoidable as noted on the approved district travel forms; and

**BE IT FURTHER RESOLVED**, that the Board of Education approves travel and related expense reimbursements in accordance with NJAC 6A:23A-7.3(b)1, to a maximum expenditure of \$25,000 for all staff and board members.

**Action 20-FFP-02:**

**BE IT RESOLVED**, that the Board of Education does hereby approves the payment of bills for the period ending June 30, 2019 in the amount of \$ 56,058.98.

**Action 20-FFP-03:**

**BE IT RESOLVED**, that the Board of Education does hereby approves the payment of bills for the period ending August 15, 2019 in amount of \$ 260,659.07.

**Action 20-FFP-04:**

**BE IT RESOLVED**, that the Board of Education does hereby accept the following federal grants for the 2019/20 school year:

IDEA BASIC	\$28, 559.00
IDEA PRESCHOOL	\$ 1,889.00
ESEA CONSOLIDATED, TITLE IIA	\$ 1,794.00
US DOE REAP	\$22,445.00

**Action 20-FFP-05:**

**BE IT RESOLVED**, that the Board of Education does hereby approves the transfer of \$100,000 into the tuition reserve account for use in the 2020/21 school year budget.

**Action 20-FFP-06:**

**BE IT RESOLVED**, that the Board of Education does hereby approves the transfer of \$29,279.93 into the maintenance reserve account from funds remaining in the 2018/19 school year budget.

**Action 20-FFP-07:**

**BE IT RESOLVED**, that the Board of Education does hereby accepts the following NJ State aid for the 2018/19 school year:

Extraordinary Aid	\$13,543.00
Non Public Remote Transportation Aid	\$ 2,320.00

**Action 20-FFP-08:**

**BE IT RESOLVED**, that the Board of Education does hereby approve waiver application for the Kim Marshall model as the primary model for compliance with the Educator Evaluation for NJ for the 2019/20 through 2021/2022 school years.

**ROLL CALL:**

\_\_\_\_\_ D. Abeles; \_\_\_ C. Burton; \_\_\_ J. Carruthers \_\_\_\_\_ D. Nugent \_\_\_ D. Elwell

Ayes: \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

Motion: carries fails tabled

**RECOGNITION OF THE PUBLIC:**

**Please refer to Board Policy 0167 for guidelines on public comment.**

**EXECUTIVE SESSION:**

*WHEREAS, while Sen. Byron M. Baer Open Public Meetings Act requires all meetings of the Lebanon Borough Board of Education to be held in public, NJSA 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session, without the public being permitted to attend, and*

*WHEREAS, the Lebanon Borough Board of Education has determined that the following issue(s) are permitted by NJSA 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session; and*

*WHEREAS, the nature of the following matters, described as specifically as possible without undermining the need for confidentiality are:*

**1. Legal Matters**

*The length of the Executive Session is estimated to be sixty (30) minutes after which the meeting shall reconvene in public session.*

**THEREFORE, BE IT RESOLVED** that the Lebanon Borough Board of Education will go into Executive Session for only the above state reasons; and

**BE IT FURTHER RESOLVED** that the Lebanon Borough Board of Education hereby declares that its discussion of the aforementioned subject will be revealed once a conclusion has been reached as to the matter subject to the discussion.

*Formal action will be taken.*

**Motion to enter:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Motion to exit:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**ADJOURNMENT:**

**Action Item 20-AD-02:**

**BE IT RESOLVED** that the Board of Education adjourns this meeting.

Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_

In Favor: \_\_\_\_\_

Time: \_\_\_\_\_