

LEBANON BOROUGH SCHOOL DISTRICT
Regular Business Minutes
February 6, 2020, 6:30 pm
Lebanon Borough School Library

CALL TO ORDER: J. Carruthers called the meeting to order at 6:30 pm.

**PUBLICATION
OF NOTICE:**

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 2075, adequate notice of this meeting was provided through a public notice on January 23,2020

- 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:
Jacklyn Carruthers, Vice President
David Abeles
Christine Burton
Danielle Nugent

Absent: Dan Elwell, President

District Administrators:
Mr. Bruce Arcurio, Chief School Administrator
Mrs. Patricia Duell, School Business Administrator/Board Secretary

**PLEDGE OF
ALLEGIANCE:**

J. Carruthers led the Board in the Pledge of Allegiance.

President's Comments:

Ms. Carruthers acknowledged communication from Mr. Elwell concerning his absence at this meeting.

REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

Action 20-CSA-05:

BE IT RESOLVED that the Board of Education hereby accepts the ***HIB report*** for the month of January 2020.

Motion by: D. Nugent, Second by C. Burton. The resolution is accepted by the Board on a roll call vote as follows: 4 ayes, 0 nay, 0 abstain.

CSA Discussion:

Discussion about communication to families concerning Corona Virus prevention.

Discussion about the Freckle platform.

Report of the School Business Administrator:

Informational: The next meeting is Thursday, March 5, 2020 at 6:30 pm.

Budget – I will be spending the next month working on the budget for next year and we will have a presentation for the tentative budget at the March meeting.

Alyssa’s Law – I attended a workshop yesterday about updating our Long Range Facility Plan. Our last approval was in 2012. Grant funds are available for us to be used on Alyssa’s Law compliance and for safety and security of school buildings. We believe we are already compliant with Alyssa’s Law, and will meet with our School Resource Officer to discuss. We will need a certification from the State Police to be submitted with the grant application as well as a current, approved long range facility plan. The grant application is scheduled to become available in April and will be due sometime in May. We have been allocated \$20,000 for our district.

Action items 20-BA-31 through 20-BA-35:

Action 20-BA-31:

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

Regular Meeting
January 7, 2020

Executive Session
January 7, 2020

Action 20-BA-32:

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

December 31, 2019

Action 20-BA-33:

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

December 31, 2019

Action 20-BA-34:

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

December 31, 2019

Action 20-BA-35:

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:**

December 31, 2019

AND FURTHER RECOMMENDS in compliance with NJAC 6A: 23-2.11c4, that the Board of Education certify that no major account has been over-expended in violation of NJAC 6A:23-2.11b and that of this report date, sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

Motion for Action Items 20-BA-31 through 20-BA-35:

Motion by: D. Abeles, Second by C. Burton. The resolution is accepted by the Board on a roll call vote as follows: 4 ayes, 0 nay, 0 abstain.

OLD BUSINESS:

Dr. Burton discussed the opportunity for community members to comment to the Commissioner on the send/receive relationship.

J. Carruthers commented on the Girls on the Run opportunity which was extended to us through the Clinton-Glen Gardner school district.

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.*

Public Comments:

Marlene Baldinger, Brunswick Ave.

Commented on Alyssa's Law and our Long Range Facility Plan

FACILITY/FINANCE/POLICY:**Action Items 20-FFP-39 through 20-FFP-44:****Action item 20-FFP-39:**

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **February 6, 2020 in the amount of \$271,293.22.**

Action Item 20-FFP-40 :

BE IT RESOLVED that the Board of Education hereby approves 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 to meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Administrative Code and NJ Dept. of Treasury guidelines and the OMB mileage reimbursement rate 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 the prior written approval of the Executive County Superintendent.

Employee/Board Member:	Program / Location	Date:	Cost:	Mileage:	Lodging/Meals:
<i>T. Duell</i>	<i>Long Range Facility Plan Workshop Robbinsville NJ</i>	<i>2/5/2020</i>	<i>N/A</i>	<i>OMB</i>	<i>N/A</i>
<i>L. Baldoni J. Walsh</i>	<i>Grade Level Articulation Annandale NJ</i>	<i>2/12/2020</i>	<i>N/A</i>	<i>OMB</i>	<i>N/A</i>
<i>D. Dulovich</i>	<i>Supporting At Risk ELL Students Princeton NJ</i>	<i>3/6/2020</i>	<i>\$205.00</i>	<i>OMB</i>	<i>N/A</i>

Action Item 20-FFP-41 :

BE IT RESOLVED that the Board of Education hereby approves the following field trip for the 2019/20 school year:

Date	Destination	Class & Advisor	Transportation
<i>March 23, 2020</i>	<i>Reading Olympics</i>	<i>S. Lawn J. Petty</i>	<i>Hunterdon County ESC</i>

Action Item 20-FFP-42 :

BE IT RESOLVED that the Board of Education hereby approves the submission to the Student Safety Data System for Report period 1 for September 1, 2019 through December 31, 2019.

Action Item 20-FFP-43 :

BE IT RESOLVED that the Board of Education hereby accepts the grant from Exxon-Mobil in the amount of \$500 for the use on math and science materials in the 2019/20 school year.

Action Item 20-FFP-44 :

BE IT RESOLVED that the Board of Education hereby approves the facilities usage application for the North Hunterdon Youth Baseball Pirates for the following dates:

<i>2/12/2020</i>	<i>All Purpose Room</i>	<i>6 pm – 7:30 pm</i>
<i>2/19/2020</i>	<i>All Purpose Room</i>	<i>6 pm – 7:30 pm</i>
<i>2/26/2019</i>	<i>All Purpose Room</i>	<i>6 pm – 7:30 pm</i>
<i>3/04/2020</i>	<i>All Purpose Room</i>	<i>6 pm – 7:30 pm</i>
<i>3/11/2020</i>	<i>All Purpose Room</i>	<i>6 pm – 7:30 pm</i>
<i>3/18/2020</i>	<i>All Purpose Room</i>	<i>6 pm – 7:30 pm</i>
<i>3/25/2020</i>	<i>All Purpose Room</i>	<i>6 pm – 7:30 pm</i>

Motion for Action Items 20-FFP-39 through 20-FFP-44:

Motion by: C. Burton, Second by D. Nugent. The resolution is accepted by the Board on a roll call vote as follows: 4 ayes, 0 nay, 0 abstain.

FFP Discussion:

Discussion on teacher articulation meetings.

Discussion on the use of the Exxon/Mobil Grant funds.

RECOGNITION OF PUBLIC:

Please refer to Lebanon Borough BOE policy 0167 for public comment guidelines

Marlene Baldinger, Brunswick Ave. – Commented on Reading Olympics, new recycling schedule in the Borough and police representation from Clinton Township rather than the NJ State Police.

NEW BUSINESS:

None

PERSONNEL/NEGOTIATIONS/CURRICULUM/COMMUNICATIONS:

Action Items 20-PNCC-18 through 20-PNCC-19:

Action Item 20-PNCC-18:

BE IT RESOLVED that the Board of Education hereby accepts the irrevocable resignation from Andrea Anderson effective June 30, 2020.

Action Item 20-PNCC-19:

BE IT RESOLVED that the Board of Education hereby approves the tuition reimbursement request for Lila Kosciolk for the course Community and School Health as per terms in the LBEA negotiated agreement.

Motion for Action Items 20-PNCC-18 through 20-PNCC-19:

Motion by: D. Abeles, Second by C. Burton. The resolution is accepted by the Board on a roll call vote as follows: 4 ayes, 0 nay, 0 abstain.

PNCC Discussion:

None

ADJOURNMENT:

Action Item 20-AD-08:

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

Motion by C. Burton, Second by D. Nugent. The resolution is adopted by the full membership of the Board at 7:13 pm.

Respectfully Submitted,

Patricia Duell, School Business Administrator/Board Secretary

Minutes prepared: February 7, 2020

Minutes remain unofficial until formally approved by the Board.

Daniel Elwell, Board President

Date