

**LEBANON BOROUGH SCHOOL DISTRICT**  
**Board of Education**  
**Regular Business Meeting Agenda**  
**July 30, 2020 6:30 pm**  
**ZOOM Platform Meeting ID: 831 7634 1674**

**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 July 27, 2020:*

- a. Faxing to 2 Newspapers designated by the Board – The Hunterdon County Democrat and the Express Times*
- b. Posting to the District Website, posting on the main bulletin board in the main office,*
- c. Faxing to the Clerk of Lebanon Borough.*

**ROLL CALL: Board Members:**

\_\_\_\_\_ Dan 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**

**Re-Opening Plan Presentation**

**CSA Discussion:**

## **POLICY REVIEW**

### **Report of the School Business Administrator:**

**Informational:** *The next meeting is Thursday, September 3, 2020 at 6:30 pm*

**Budget:** *Auditors were on site this week for audit field work. We ended up the year with \$46,600 to be put into the tuition reserve account for use in the 21/22 school year budget. We also received extraordinary aid in the amount of \$13,401 which can be used in the 20/21 school year budget for special education tuition.*

*I received notice in the beginning of July that we have been allocated \$7,718 in non-Title 1 CARES Act funding which can be used for COVID 19 related expenses, including but not limited to PPE and disinfecting supplies. These funds are being used to purchase materials for social distancing measurers and well as for remote instruction/technology expenses. Cleaning supplies and PPE can be submitted to FEMA for partial reimbursement.*

**Phone System** – *The new phone system has been installed and is in use. We are looking into options for less expensive phone lines than what we currently have. The new system offers features that will integrate well for remote instruction as well as from the building.*

**Internet service** – *We are currently still using the services through Comcast which is paid by the Borough. If we find that a need arises to upgrade this service, we will look into any available e-rate funding and any other options available to us.*

**NJ SMART** – *All of the end of year reports have been submitted and certified. We will spend August preparing for the new school year and rolling up the classes into the next grade level.*

### **ACTION ITEMS 21-BA-01 THROUGH 21-BA-05:**

#### **Action 21-BA-01:**

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

**Minutes: Regular Session**  
**June 18, 2020**

#### **Action 21-BA-02:**

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

**June 30, 2020 (Audited)**

**Action 21-BA-03:**

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

**June 30, 2020 (Audited)**

**Action 21-BA-04:**

**BE IT RESOLVED**, That the Board of Education hereby **approves Line item transfers for the period ending:**

**June 30, 2020**

**Action 21-BA-05:**

**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, 2020 (audited)**

**AND FURTHER RECOMMENDS**, in compliance 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 for Action Items 21-BA-01 through 21-BA-05:**

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

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

**BA Discussion:**

**Roll Call**

\_\_\_\_\_ **D. Abeles,** \_\_\_\_\_ **C. Burton,** \_\_\_\_\_ **J. Carruthers,** \_\_\_\_\_ **D. Nugent,** \_\_\_\_\_  
\_\_\_\_\_ **D. Elwell**

Ayes:            No:            Abstain:            Motion Carries or fails

**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:**

***Action Items 21-FFP-01 through 21-FFP-08:***

**Action item 21-FFP-01:**

***BE IT RESOLVED*** that the Board of Education hereby approves the **payment of bills** for the period ending **June 30, 2020 in the amount of \$ 95,177.52.**

**Action item 21-FFP-02:**

**BE IT RESOLVED** that the Board of Education hereby approves the **payment of bills** for the period ending July 30, 2020 in the amount of \$ 195,482.74.

**Action item 21-FFP-03:**

**BE IT RESOLVED** that the Board of Education hereby **accepts the following federal grants for the 2020/2021 school year:**

<b>IDEA Basic</b>	<b>\$28,984</b>
<b>IDEA Preschool</b>	<b>\$ 1,881</b>
<b>ESEA Consolidated Title IIA</b>	<b>\$ 2,174</b>
<b>ESEA Consilidated Title III</b>	<b>\$ 180</b>
<b>Non-Title I CARES Act</b>	<b>\$ 7,718</b>

**Action item 21-FFP-04:**

**BE IT RESOLVED** that the Board of Education hereby **accepts the following NJ State Aid for the 2019/20 school year:**

**Extraordinary Aid: \$13,401**

**Action item 21-FFP-05:**

**BE IT RESOLVED** that the Board of Education hereby **authorizes the School Business Administrator to increase the 2020/2021 Budget appropriations in the amount of \$13,401 from the 2019/20 Excess Surplus from Extraordinary Aid to be used for special education tuition during the 2020/21 school year.**

**Action item 21-FFP-06:**

**BE IT RESOLVED** that the Board of Education hereby **approves the first reading of the following policies and regulations:**

<i>Policy #</i>	<i>Title</i>	<i>Regulation #</i>	<i>Title</i>
1648	<i>Restart &amp; Recovery Plan (M)</i>		
1649	<i>Federal Families First Coronavirus Response Act (M)</i>		
2270	<i>Religion in Schools</i>		
2622	<i>Student Assessment (M)</i>		
5111	<i>Eligibility of Resident and Non Resident Students (M)</i>	5111	<i>Eligibility of Resident and Non Resident Students (M)</i>

5200	Attendance (M)	5200	Attendance (M)
5330.04	Administering an Opioid Antidote	5330.04	Administering an Opioid Antidote
5610	Suspension (M)	5610 (M)	Suspension Procedures
5620	Expulsion (M)		
8320	Personnel Records (M)	8320	Personnel Records (M)

**Action item 21-FFP-07:**

**BE IT RESOLVED** that the Board of Education hereby **approves the transfer of \$46,600 to the Tuition reserve account for use in the 2021/22 school year budget.**

**Action item 21-FFP-08:**

**BE IT RESOLVED** that the Board of Education hereby **authorizes the School Business Administrator to use unassigned general fund surplus in the amount of \$383 to maintain the 2020/2021 budget appropriation lines in response to the revised state aid revenue reported on July 10, 2020.**

**Motion for Action Items 21-FFP-01 through 21-FFP-08:**

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

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

**FFP Discussion:**

**Roll Call**

\_\_\_\_\_ **D. Abeles,** \_\_\_\_\_ **C. Burton,** \_\_\_\_\_ **J. Carruthers,** \_\_\_\_\_ **D. Nugent,** \_\_\_\_\_  
 \_\_\_\_\_ **D. Elwell**

Ayes:            No:            Abstain:            Motion Carries or fails

**RECOGNITION OF PUBLIC:**

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

**NEW BUSINESS:**

**PERSONNEL/NEGOTIATIONS/CURRICULUM/COMMUNICATIONS:**

**Action Items 21-PNCC-01 through 21-PNCC-04:**

**Action Item 21-PNCC-01**

**BE IT RESOLVED** that the Board of Education hereby **approves the payment to Tammi Sarnoski for Summer school work with students not to exceed 25 hours at her 2020/21 hourly rate.**

**Action Item 21-PNCC-02**

**BE IT RESOLVED** that the Board of Education hereby **approves tuition reimbursement as per the LBEA Negotiated agreement for the 2020/21 school year for the following employees:**

**Jennifer Walsh  
Lila Kosciolek**

**Action Item 21-PNCC-03**

**BE IT RESOLVED** that the Board of Education hereby **approves tuition reimbursement for Bruce Arcurio as per the employment contract for the 2020/21 school year.**

**Action Item 21-PNCC-04**

**BE IT RESOLVED** that the Board of Education hereby **approves the employment of Nicole Crowley-Horak as 4<sup>th</sup> grade Teacher, at BA Step 3 in the amount of \$53,510 for the 2020/21 school year.**

**Motion for Action Items 21-PNCC-01 through 21-PNCC-04:**

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

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

**FFP Discussion:**

**Roll Call**

\_\_\_\_\_ **D. Abeles,** \_\_\_\_\_ **C. Burton,** \_\_\_\_\_ **J. Carruthers,** \_\_\_\_\_ **D. Nugent,** \_\_\_\_\_  
\_\_\_\_\_ **D. Elwell**

**Ayes:**            **No:**            **Abstain:**            **Motion Carries or fails**

**ADJOURNMENT:**

**Action Item 21-AD-01:**

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

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

***All in Favor:*** \_\_\_\_\_

***No*** \_\_\_\_\_