

LEBANON BOROUGH SCHOOL DISTRICT
Regular Business Meeting Agenda
September 5, 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 2075, 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:

_____ 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:

CSA Report:

CSA Discussion:

Report of the School Business Administrator:

Informational: The next meeting is Thursday, October 3rd at 6:30 pm.

Action items 20-BA-06 through 20-BA-010:

Action 20-BA-07:

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

Regular Meeting
August 15, 2019

Executive Session
August 15, 2019

Action 20-BA-08:

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

July 31, 2019

Action 20-BA-09:

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

July 31, 2019

Action 20-BA-10:

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

July 31, 2019

Action 20-BA-11:

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:

July 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-07 through 20-BA011:

Motion by: _____ Second by: _____

BA Discussion:

ROLL CALL:

_____ D. Abeles; _____ C. Burton; _____ J. Carruthers, _____ D. Nugent; _____ D. Elwell.

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:

Action Items 20-FFP-09 through 20-FFP-18:

Action item 20-FFP-09:

BE IT RESOLVED that the Board of Education hereby approves the **payment of bills** for the period ending **September 5, 2018 in the amount of \$106,980.61.**

Action item 20-FFP-10:

BE IT RESOLVED that the Board of Education hereby approves the **facility use applications** for the Lebanon Borough school PTA for the following dates:

*PTA Meetings – 1st Monday of each month
Ice Cream Social – 9/13/19*

Action item 20-FFP-11:

BE IT RESOLVED that the Board of Education hereby approves the following **statement of assurances for the 2019/20 school year:**

*Professional Development Plan
Mentoring Plan
Lead Testing
Use of Paraprofessional Staff*

Action item 20-FFP-12:

BE IT RESOLVED that the Board of Education hereby approves the following **field trips** to be paid by Student Activity funds:

<i>Date</i>	<i>Destination</i>	<i>Group</i>	<i>Teachers</i>	<i>Cost</i>
<i>9/14/2018</i>	<i>Camp Bernie</i>	<i>LBS Student Council</i>	<i>Lawn/Petty</i>	<i>\$325</i>
<i>TBD</i>	<i>Doyle Farm</i>	<i>Pre K Class</i>	<i>Farrell</i>	<i>TBD</i>

Action item 20-FFP-13:

BE IT RESOLVED that the Board of Education hereby appoints Patricia Duell as the Affirmative Action officer for the 2019/20 school year.

Action item 20-FFP-14:

BE IT RESOLVED that the Board of Education hereby authorizes the Affirmative Action officer to conduct a **needs assessment** and develop a Comprehensive Equity Plan.

Action item 20-FFP-15:

BE IT RESOLVED that the Board of Education hereby approves the **submission of the school self-assessment for HIB grades** under the Anti-Bullying Bill of Rights Act for the period July 1, 2018 Through June 30, 2019.

Action item 20-FFP-16:

BE IT RESOLVED that the Board of Education hereby approves the **submission of the Nursing Services Plan for the 2019/20 school year.**

Action item 20-FFP-17:

BE IT RESOLVED that the Board of Education hereby **approves the Hunterdon County ESC to provide field trip transportation for the 2019/20 school year.**

Action item 20-FFP-18:

BE IT RESOLVED that the Board of Education hereby authorizes the Business Administrator to enter into a contract with ESS for substitute teacher and aide services during the 2019/20 school year.

Motion for Action Items 20-FFP-13 through 20-FFP-18:

Motion by: _____ **Second by:** _____

FFP Discussion:

ROLL CALL:

_____ D. Abeles; _____ C. Burton; _____ D. Elwell; _____ M. Toledo; _____ J. Carruthers

Motion: carries fails tabled

RECOGNITION OF PUBLIC:

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

NEW BUSINESS:**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 be lawfully discussed in "Executive Session";

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

WHEREAS, any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matters be discussed at a public meeting. Subject to balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 NJ 478, the employee and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is:

2018/20 Goals

Legal Update

WHEREAS, the length of Executive Session is estimated to be 60 minutes, after which the public meeting shall commence.

NOW THEREFORE BE IT RESOLVED, that the Board of Education will go into Executive Session for only the above stated reason(s); and

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

Action will be taken.

Motion to enter Executive Session:

Motion by: _____ Second by: _____

Motion to Exit Executive Session:

Motion by: _____ Second by: _____

PERSONNEL/NEGOTIATIONS/CURRICULUM/COMMUNICATIONS:

Action Items 20-PNCC-05 through 20-PNCC-10:

Action Item 20-PNCC-05:

BE IT RESOLVED that the Board of Education hereby approves the payment to Tammi Sarnoski for summer IEP meetings not to exceed 7 hours at her pro-rated hourly rate for the 2019/20 school year.

Action Item 20-PNCC-06:

BE IT RESOLVED that the Board of Education hereby approves payment to Kelly Heller for 2.5 days for summer child study team work at her 2019/20 per diem rate.

Action Item 20-PNCC-07:

BE IT RESOLVED that the Board of Education hereby approves the employment of Kaitlin Rooney as .2 World Language Teacher, BA, Step 2 at the rate of \$ 10,301.00 for the 2019/20 school year.

Action Item 20-PNCC-08:

BE IT RESOLVED that the Board of Education hereby accepts the retirement of Sue Ellen Turner effective June 30, 2019 with the payment of accumulated sick days as per the LBEA Negotiated agreement.

Action Item 20-PNCC-09:

BE IT RESOLVED that the Board of Education hereby approves the tuition reimbursement as per contractual guidelines for Jennifer Walsh and Bruce Arcurio during the 2019/20 school year.

Action Item 20-PNCC-10:

BE IT RESOLVED that the Board of Education hereby approves the CSA Merit Goals for the 2019/20 school year; and

BE IT FURTHER RESOLVED that the Board of Education approves of the submission of the CSA Merit Goals to the Executive County Superintendent for approval.

Motion for Action Items 20-PNCC-05 through 20-PNCC-10:

Motion by: _____ Second by: _____

PNCC Discussion:

ROLL CALL:

_____ D. Abeles; _____ C. Burton; _____ D. Elwell; _____ M. Toledo; _____ J. Carruthers

Motion: carries fails tabled

ADJOURNMENT:

Action Item 20-AD-03:

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

Motion by: _____ *Second by:* _____

In Favor: _____

Time: _____