

**LEBANON BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES  
Regular Business Meeting  
November 11, 2025 at 6:30 pm**

**CALL TO ORDER:** D. Abeles 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 1975, adequate notice of this meeting was provided through the annual public notice on January 14, 2025

- a. Faxing to two newspapers designated by the Board – Hunterdon County Democrat and Hunterdon Review
- b. Posting on the District Website, the main bulletin board in the Administration Office and in each Lebanon Borough School
- c. Filing with the Clerk of Lebanon Borough

**ROLL CALL:**

Present: *Board Members:*

David Abeles, Board President  
Danielle Nugent, Vice President  
Chrysi Dower  
Vincent Maglione  
Benedict Valliere

*District Administrators:*

Dr. Bruce Arcurio, Chief School Administrator  
Mrs. Patricia Duell, School Business Administrator/Board Secretary

**PLEDGE OF**

**ALLEGIANCE:** D. Abeles led the Board in the Pledge of Allegiance.

**PRESIDENT'S COMMENTS**

Mr. Abeles spoke about the election and pending results.

**Audit Presentation – BKC Public Accountants**

Audit discussion:

Discussion about reserve funds and interest earned.

Appreciation and thanks to Mrs. Duell for her work in the business office.

**PUBLIC COMMENT ON AGENDA ITEMS:**

*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 a period 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.*

No Public Comment

**REPORT OF THE CHIEF SCHOOL ADMINISTRATOR**

**Achievement Report**

**Action 26-CSA-04:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the School Safety and HIB report for the months of October 2025.

***Motion by B. Valliere, Second by V. Maglione. The board adopts the resolution on a roll call vote as follows: 5 ayes, 0 No, 0 Abstain.***

***CSA Discussion:***

Discussion on test results.

Discussion on safety drills

Discussion on library bookshelves

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

***Informational:*** The next meeting is Tuesday, December 2, 2025 at 6:30 pm.

**ACTION ITEMS 26-BA-16 THROUGH 26-BA-20:**

**Action 26-BA-16:**

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

**Minutes: Regular Session**  
***October 7, 2025***

**Action 26-BA-17:**

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

***September 30, 2025***  
***October 31, 2025***

**Action 26-BA-18:**

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

***September 30, 2025***  
***October 31, 2025***

**Action 26-BA-19:**

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

***September 30, 2025***

**Action 26-BA-20:**

***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:23A-16.10 c 3&4

*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:***

***September 30, 2025***

***October 31, 2025***

*AND FURTHER RECOMMENDS, that the Board of Education certify that no major account has been over-expended in violation of NJAC 6A:23A-16.10 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 26-BA-16 through 26-BA-20:**

***Motion by B. Valliere, Second by V. Maglione. The board adopts the resolution on a roll call vote as follows: 5 ayes, 0 No, 0 Abstain.***

**BA Discussion:**

*None*

**OLD BUSINESS:**

***Borough Park Project/Easement Agreement – Karen Romano & Richard Burton***

Council President Richard Burton and Borough Clerk, Karen Romano gave an update on the park construction, access needed to the school driveway and reparations to be made after the work is complete. There was also a discussion on the grease trap that is located outside of the previous school kitchen and a decision was asked as to leave it in place or remove it.

***Clinton Public School Meeting Update – B. Valliere***

**FACILITY/FINANCE/POLICY:**

***Action Items 26-FFP-26 through 26-FFP-31:***

**Action item 26-FFP-26:**

***BE IT RESOLVED** that the Board of Education hereby approves the **payment of bills** for the period ending November 11, 2025 in the amount of \$ 691,486.79.*

**Action item 26-FFP-27:**

***BE IT RESOLVED** that the Board of Education hereby approves the following travel requests for the 25/26 school year:*

<i>Employee</i>	<i>Program/Place</i>	<i>Date</i>	<i>Reimbursement</i>
<i>Tricia Duell</i>	<i>Association of School Business Officials</i>	<i>1/28/2026-1/30/2026</i>	<i>NA</i>

	<i>International Leadership Conference New Orleans, LA</i>		
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**Action item 26-FFP-28:**

***BE IT RESOLVED*** that the Board of Education hereby approves the Comprehensive Maintenance Plan and Schedule M-1 for the 2025/2026 school year.

**Action item 26-FFP-29:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the New Jersey Schools Insurance Group Safety Grant in the amount of \$2,000 for use in the 2025/2026 school year.

**Action item 26-FFP-30:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the June 30, 2025 Annual Comprehensive Financial Report (ACFR) as prepared by Bedard, Kurwicky & Co. CPAs.

*With the following findings:*

- 1. Administrative Practices & Procedures No recommendation*
- 2. Financial Planning, Accounting & Reporting No Recommendation*
- 3. School Purchasing Programs No recommendation*
- 4. Application for State School Aid No recommendation*
- 5. Pupil Transportation No recommendation*
- 6. Facilities and capital assets No recommendation*
- 7. Student Body Activities No recommendation*
- 8. Milk Program No Recommendation*
- 9. Miscellaneous No recommendation*
- 10. Follow-up on prior year findings No recommendation*

**Action item 26-FFP-31:**

***BE IT RESOLVED*** that the Board of Education hereby authorizes the School Business Administrator to enter into an agreement with the Borough of Lebanon for the use of school property during park renovations and restoration of school grounds to the same or better condition for any construction needs during the 25/26 school year.

***Motion for Action Items 26-FFP-26 through 26-FFP-31:***

***Motion by D. Nugent, Second by B. Valliere. The board adopts the resolution on a roll call vote as follows: 5 ayes, 0 No, 0 Abstain.***

***FFP Discussion:***

*None*

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

***Action Items 26-PNCC-08:***

**Action Item 26-PNCC-08:**

***BE IT RESOLVED*** that the Board of Education hereby approves Shared Services agreement with the Califon Board of Education for a .2 FTE Art Teacher in the amount of \$10,725.30 for the 2025/2026 school year.

***Motion for Action Items 26-PNCC-08:***

***Motion by B. Valliere, Second by V. Maglione. The board adopts the resolution on a roll call vote as follows: 5 ayes, 0 No, 0 Abstain.***

***PNCC Discussion:***

Discussion about the new art teacher position.

***RECOGNITION OF PUBLIC- COMMENT SECTION II:***

***All public comments will be strictly governed by District Policy 0167 as stated in first public comment section.***

***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 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:

***CONTRACT NEGOTIATIONS***

***The length of the Executive Session is estimated to be thirty (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 not be taken.*

***Motion by B. Valliere, Second by V. Maglione. The full membership of the board adopts the resolution 7:40 pm.***

***Motion to return to public session:***

***Motion by D. Nugent, Second by V. Maglione. The full membership of the board adopts the resolution at 8:08 pm***

***ADJOURNMENT:***

**Action Item 26-AD-04:**

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

***Motion by D. Nugent, Second by V. Maglione. The full membership of the board adopts the resolution at 8:09 pm***

*Respectfully submitted,*

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Patricia Duell, School Business Administrator

Minutes prepared: November 12, 2025

*Minutes remain unofficial until formally adopted by the board.*

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David Abeles, Board President

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Date