



**BOONTON PUBLIC SCHOOLS
BOARD OF EDUCATION**

434 LATHROP AVENUE · BOONTON · NEW JERSEY · 07005

Meeting Minutes

6:30 pm on January 5, 2026, in the Boonton High School Media Center

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting was provided to the Daily Record, the Citizen and the Boonton Town Clerk; and posted on the District website and at the Board of Education Building at 434 Lathrop Avenue, Boonton, NJ.

RESULTS OF THE ELECTION & OATH OF OFFICE

Results of the election of November 4, 2025, for vacant Board of Education seats, as certified by the Morris County Clerk, and oath of office.

Name	Term (yr)
Elaine Doherty	3
Justin Nguyen	3
Matthew Mondino	3

ROLL CALL

Members present at roll call were Jennifer Darling, Elaine Doherty, Patrick Joyce, Loren Katsakos, Irene LeFebvre, Mary McMahon, Justin Nguyen, Brianna O'Halloran. Absent was Matthew Mondino.

Also present were Mr. Thomas Valle, Superintendent, Mr. Steven Gardberg, School Business Administrator/Board Secretary, and approximately five members of the public.

BOARD REORGANIZATION

Mr. Gardberg took nominations from Board Members for President of the Board.

Mrs. LeFebvre was nominated for Board President by Mrs. Katsakos, and the nomination was seconded by Mrs. Doherty. Having no further nominations, Mr. Gardberg closed nominations for President.

On roll call, the nomination was approved. YES: Mrs. Darling, Mrs. Doherty, Mr. Joyce, Mrs. Katsakos, Mrs. LeFebvre, Mrs. McMahon, Mr. Nguyen, Ms. O'Halloran. NO: None. ABSTAIN: None. ABSENT: Mr. Mondino.

Mrs. LeFebvre took her seat as Board President and accepted nominations for Vice President of the Board.

Mrs. Darling was nominated for Board Vice President by Ms. O'Halloran, and the nomination was seconded by Mrs. Doherty. Having no further nominations, Mrs. LeFebvre closed nominations for Vice President.

On roll call, the nomination was approved. YES: Mrs. Darling, Mrs. Doherty, Mr. Joyce, Mrs. Katsakos, Mrs. LeFebvre, Mrs. McMahon, Mr. Nguyen, Ms. O'Halloran. NO: None. ABSTAIN: None. ABSENT: Mr. Mondino.

With the Board organized, approval of reorganization resolutions #1-31 was moved by Mrs. Darling, seconded by Mrs. Doherty and approved by roll call. YES: Mrs. Darling, Mrs. Doherty, Mr. Joyce, Mrs. Katsakos, Mrs. LeFebvre, Mrs. McMahon (except #10-12), Mr. Nguyen, Ms. O'Halloran. NO: None. ABSTAIN: Mrs. McMahon (only #10-12). ABSENT: Mr. Mondino.

1. Annual Meeting Calendar: The Board approves to meet on the following Mondays at Boonton High School, 306 Lathrop Avenue, Boonton, NJ. Meetings open at 6:30 pm, unless noted otherwise. In the event of a public emergency, the meetings will be held virtually, with details published on the district website.
2026: 1/5, 1/26, 2/9, 2/23, 3/9, 3/23, 4/13, 4/27, 5/11, 6/8, 7/13, 8/10, 8/24 (if needed), 9/14, 9/28, 10/12, 10/26, 11/9, 11/23, 12/14
2027: 1/4
2. Official Newspapers: The Board approves the Daily Record as the official daily newspaper and The Citizen as the official weekly newspaper.
3. Parliamentary Procedures: The Board meetings shall be governed by Robert's Rules of Order Newly Revised 10th Edition, by reference.
4. Code of Ethics for School Board Members: The Board approves the Code of Ethics for all School Board Members to abide by.
 - a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
 - b. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
 - c. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
 - d. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
 - e. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
 - f. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
 - g. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
 - h. I will support and protect school personnel in proper performance of their duties.
 - i. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

5. Board Attorney: Upon the recommendation of the Chief School Administrator, the Board approves James L. Plosia, Jr., Esq. of Plosia Cohen LLC of Morris Plains, NJ, as Board Attorney for January-December 2026 at \$175.00 per hour, estimated at \$120,000 per year.
6. Approval to Appoint Architect of Record: The Board approves H2M Architects + Engineers as the architect of record for January-December 2026, estimated at \$25,000 per year plus projects as needed.
7. Insurance Brokers of Record: The Board approves CBIZ Inc. of New Providence, NJ, as the District's Insurance Broker of Record for property, casualty, liability, auto, worker compensation coverage, and Doyle Alliance Group, Inc. of Woodbridge, NJ, as the Insurance Broker of Record for health insurance and dental insurance coverage, for January-December 2026.
8. Existing Bylaws, Policies and Regulations: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt all existing Bylaws, Policies and Regulations for the Board's own operation and the operation of the school system.
9. Job Descriptions: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the District's approved Job Descriptions.
10. Educational Program and Services: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the Educational Curriculum/Program and Services.
11. Curriculums: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt all existing curriculums in effect at this time.
12. Textbooks: Upon the recommendation of the Chief School Administrator, the Board approves the textbooks currently in use, and further, that when new textbooks are needed, a review and approval will be completed prior to adoption.
13. Evaluation Practice Instrument: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the approved practice instruments for evaluation of staff: Danielson's Framework for Teaching and New Jersey Principal Evaluation for Professional Learning Observation Tool.
14. Annual Nursing Services Plan: Upon the recommendation of the Chief School Administrator, the Board approves to re-adopt the Annual Nursing Services Plan for January-December 2026. (enclosure)
15. Emergent Hiring: The Board approves emergent hiring by the Chief School Administrator, with permission from the Board President, to be ratified at a future Board Meeting.
16. Officers & Coordinators: Upon the recommendation of the Chief School Administrator, the Board approves the following officers and coordinators for January-December 2026.
 - a. Homeless Liaison Officer: Director of Special Services
 - b. Substance Awareness Coordinator: Student Assistance Counselor
 - c. Title IX Coordinator: Chief School Administrator or designee
 - d. Section 504 Coordinators: Building Principals

- e. Affirmative Action Officer: Business Administrator
 - f. Public Agency Compliance Officer: Business Administrator
 - g. Government Records Officers: Superintendent, or designee, personnel and student records; and the Board Secretary, or designee, for all other Board and Business Office records
 - h. Integrated Pest Management Officer: Supervisor, Buildings and Grounds
 - i. AHERA Asbestos Program Manager: Supervisor, Buildings and Grounds
 - j. Right-To-Know Coordinator: Supervisor, Buildings and Grounds
 - k. Indoor Air Quality Designated Person: Supervisor, Buildings and Grounds
 - l. Person Responsible for Investments & Wire transfers: Business Administrator
17. Standard Operating Procedures: The Board approves to re-adopt the Standard Operating Procedures.
18. School Budgets: The Board approves the Superintendent and Business Administrator to oversee the implementation of the 2025-2026 and 2026-2027 school budgets.
19. Existing Contracts: The Board approves to re-adopt all existing contracts of the Board in effect at this time and authorized by law.
20. Sale of Surplus Property: The Board approves the Business Administrator to sell used and/or surplus (non-real estate) property not needed for school purposes for January-December 2026.
21. Tax Sheltered Annuity Plans 403(b) Type: The Board approves the following vendors to participate in 403(b) Tax Sheltered Annuity Plans with District employees for January-December 2026: AXA Equitable, Lincoln Investments, Midland, Security Benefits (Turning Pointe), USAA and Valic.
22. Tax Sheltered Annuity Plans 457(b) Type: The Board approves the following vendor to participate in 457(b) Tax Sheltered Annuity Plans with District employees for January-December 2026: AXA Equitable and Lincoln Financial Advisors.
23. Disability Insurance Plans: The Board approves the following vendors to participate in Disability and Life Insurance Plans with District employees for January-December 2026: Aflac, Allstate and Prudential.
24. Purchases on State Contract
Whereas, Title 18A:18A-10 provides that, “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and Whereas, the Board has the need, on a timely basis, to procure goods and services utilizing state contracts, and Whereas, the Board desires to authorize its purchasing agent, for January – December 2026, to make any and all purchases necessary to meet the needs of the school district throughout the school year, Now, therefore, be it resolved, the Board authorizes the purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

25. Bid Threshold—Qualified Purchasing Agent: Whereas the bid threshold is \$53,000 for school districts with a Qualified Purchasing Agent, per the State Treasurer; and whereas Steven Gardberg, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate; the Board establishes its bid threshold amount at \$53,000 and authorizes Steven Gardberg, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A, for those purchases that do not exceed the bid threshold amount in the aggregate.
26. Emergency Checks: The Board approves the Business Administrator to write emergency checks with the permission of the Board President and Operations Committee Chair to be ratified at future Board Meeting.
27. Account Transfers: The Board approves the Superintendent, or designee, to make account transfers as needed between Board meetings.
28. Depository of Funds: The Board approves NJARM as the depository of funds for the referendum bond proceeds.
29. Accounts/Banking: The Board approves Provident Bank as depository for the Board funds and that Provident Bank be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes.
30. School Depositories and Signatures: The Board approves that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below.

Name	#	Signatures
General	1246	3 of BA, Superintendent, President, VP
Payroll	1262	1 of BA, Superintendent, President, VP
Payroll Agency	1270	2 of BA, Superintendent, President
Cafeteria	1297	2 of BA, Superintendent, President
SSS Activities	1386	2 of BA, Superintendent, Principal
JHS Activities	1378	2 of BA, Superintendent, Principal
BHS Activities	1319	2 of BA, Superintendent, Principal
Flexible Spending	9522	2 of BA, Superintendent, President
Scholarship Deposit	1335	2 of BA, Superintendent, Principal
Scholarship	1327	2 of BA, Superintendent, Principal
Summer Savings	6639	2 of BA, Superintendent, President
Unemployment	1289	2 of BA, Superintendent, President
Venmo	5662	2 of BA, Superintendent, President

31. School Board Recognition Month: Upon the recommendation of the Chief School Administrator, the Board approves commending the efforts of colleagues and urges the public to support efforts to improve education. ([attachment](#))

CORRESPONDENCE

Irene: Named to the Historic Preservation Committee

LIAISON REPORTS

1. John Hill School student representative: Winter concerts, winter formal, 12 Days of Christmas, class parties, winter sports
2. Home School Association (HSA): Calendar raffle, Cinderella's Closet
3. Town Council: Danielle Cascone introduced herself
4. MCSBA: Next meeting on 2/4 about ethics, cell phones, HIBs; county legislation committee meeting on 1/7
5. NJSBA: Mentoring program; weekend training for new members
6. Other: Boonton Historical Society annual meeting on 1/25; Seed library is open at the town library; preschool lottery

SUPERINTENDENT

1. District News and Updates: Back to school today is also the first day in new roles for Sara Brogan, Louis Castano and Tessa Heidt; leave of absence for Ms. Rogers at JHS; appointment of a leave-replacement teacher; biomedical science club at BHS; tool for staff evaluation; Educators of the Year; calendar for 26-27;
2. Report of Student Safety Data System (SSDS) for September 2025 through December 2025

BUSINESS ADMINISTRATOR

1. Finance: 24-25 audit; 26-27 for healthcare, surplus/deficit and state aid; grant for recreation facilities; phone system
2. Food service: Plant-based menu

PUBLIC COMMENT ON AGENDA ITEMS

1. Steve Bossen: School Board Recognition Month

ITEMS FOR BOARD ACTION

1. Admin PK-8 and PK-12: Split because sending reps from Lincoln Park can only vote on PK-12
2. Policy: Legislation pending governor approval about Internet-connected devices in school

CONSENT AGENDA

On a motion by Ms. O'Halloran and seconded by Mrs. Darling, the Board approved all resolutions in a consent agenda by roll call. YES: Mrs. Darling, Mrs. Doherty, Mr. Joyce, Mrs. Katsakos, Mrs. LeFebvre, Mrs. McMahon, Mr. Nguyen, Ms. O'Halloran. NO: None. ABSTAIN: None. ABSENT: Mr. Mondino.

MINUTES

Approval of the following Board of Education meeting minutes.

1. Regular session: December 8, 2025 (enclosure)
2. Executive session: December 8, 2025 (enclosure)

ADMINISTRATION

PK-8

1. Leave of Absence: Upon the recommendation of the Chief School Administrator, the Board approves a leave of absence request from Krystal Aug, Preschool Teacher, effective April 27, 2026 through June 30, 2026, utilizing 15 days of accumulated sick days followed by an unpaid leave of absence.

2. Extend Leave of Absence: Upon the recommendation of the Chief School Administrator, the Board approves to extend the leave of absence for Julie Rogers previously approved on November 24, 2025 from November 14, 2025 through December 14, 2025, to extend through January 1, 2026 using accumulated sick days.
3. Long-Term Leave Replacement Special Education Co-Teacher: Upon the recommendation of the Chief School Administrator, the Board approves Lauren Taylor as the long-term leave replacement Special Education Co-Teacher at John Hill School, at a salary of \$81,515 (Step 12 MA+15), prorated from February 2, 2026 for the remainder of the 2025-2026 school year.
4. Field Trips: Upon the recommendation of the Chief School Administrator, the Board approves the following field trip destinations for the 2025-2026 school year:

Grade/Group	Destination
Grade K	Alstede Farms
Grade 7	Ellen's Stardust Diner

5. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Maureen Cosentino, Paraprofessional John Hill School, effective June 30, 2026, for the purpose of retirement.
6. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Debbie Muhlberger, Paraprofessional John Hill School, effective June 30, 2026, for the purpose of retirement.
7. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Ann Tvedt, Lunch Aide, School Street School effective June 30, 2026, for the purpose of retirement.
8. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Dina Davis, Elementary Teacher John Hill School, effective December 31, 2026, for the purpose of retirement.
9. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Carol Haight, Teacher John Hill School, effective June 30, 2026, for the purpose of retirement.
10. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Janine LaPointe, Secretary John Hill School, effective June 30, 2026, for the purpose of retirement.
11. Vacation Payout: Upon the recommendation of the Chief School Administrator, the Board approves a vacation payout to Sara Brogan in the amount of \$12,921.30 (21 days @ \$615.30 per day).
12. ABA Discrete Trial Instruction: Upon the recommendation of the Chief School Administrator, the Board approves Margaret McCollum to provide ABA Discrete Trial Instruction, after school hours, to Student State ID# 9092613712-B, beginning December 10, 2025, through the remainder of the 2025-2026 school year for the purpose of compensatory education, to satisfy IEP requirements, at a rate of \$22.05 per hour not to exceed 120 hours.

PK-12

1. Club: Upon the recommendation of the Chief School Administrator, the Board approves the Biomedical Science Club at Boonton High School for the 2025-2026 school year.
2. Advisor: Upon the recommendation of the Chief School Administrator, the Board approves Barbara Gilbert as the Biomedical Science Club Advisor at Boonton High School at a stipend rate of \$760, prorated from January 1, 2026 for the 2025-2026 school year.
3. Field Trips: Upon the recommendation of the Chief School Administrator, the Board approves the following field trip destinations for the 2025-2026 school year:

Grade/Group	Destination
CBI Transition	Kinnelon High School, I'm Possible Cafe
Grades 9-12 CBI	IHOP, Delizias
Grades 9-12 (Aviation Academy)	Roxbury High School, Morristown Airport
Grades 9-12 (Business Academy)	Caldwell University
Grades 10-12 Business Academy (FBLA)	County College of Morris
Grades 10-12 Criminal Justice/Business	Boonton Court House
Law Academies	
Grade 12 (Football Luncheon)	Knights of Columbus

4. Long-Term Leave Replacement Paraprofessional: Upon the recommendation of the Chief School Administrator, the Board approves Deirdre Feeney as a Long-Term Leave Replacement Paraprofessional, Boonton High School. at a salary of \$40,765 (Step 4), prorated from January 6, 2026 through June 30, 2026.
5. Substitutes: Upon the recommendation of the Chief School Administrator, the Board approves the following substitutes for the 2025-2026 school year:

Teachers/Paraprofessionals
Lauren Taylor
Sarah Whitman*
Rachael Zeug*

*Pending clearance of prints

HIB REPORT

None

POLICY

None

OPERATIONS

1. Payments: The Board approves these Check Journals.

\$17,419.69	12/16/2025	Cafeteria ACH (attachment)
\$26,880.86	1/5/2026	Cafeteria ACH (attachment)
\$15,231.84	12/16/2025	General ACH (attachment)
\$3,378.96	1/5/2026	General ACH (attachment)

\$323,090.20	12/16/2025	General checks (attachment)
\$216,873.32	1/5/2026	General checks (attachment)
\$595.00	1/5/2026	Student Activity JHS ACH (attachment)
\$2,250.00	1/5/2026	Student Activity JHS checks (attachment)

2. Payroll Expenses: The Board approves the following payroll expenses.

\$1,111,475.60 12/15/2025

\$1,096,043.34 12/30/2025

3. Professional Development: The Board approves these professional development expenses, in accordance with OMB Guidelines, State travel regulations and/or employee contracts. ([attachment](#))

4. Use of Facilities: The Board approves the District Facilities Use List of 1/5/2026 to organizations, provided all required documents are submitted. District teams have priority. No activities on days school is closed. Use of all gyms and fields are coordinated with the Athletic Director. All permits are pending building administration final approval and receipt of documentation. ([attachment](#))

5. FY2025 Audit: The Board accepts the FY2025 Annual Comprehensive Financial Report (ACFR) and Auditors Management Report (AMR).

6. Corrective Action Plan FY2025: The Board accepts the Corrective Action Plan in response to the FY2025 Comprehensive Annual Financial Report (CAFR) and Auditors Management Report (AMR). (enclosure)

OPEN PUBLIC COMMENT

1. Steve Bossen: Sharing the state funding document online

OTHER BUSINESS OF THE BOARD

1. Reflections on 2025: Lincoln Park agreement; teacher PD; committee of the whole; did not cut programs or staff in the face of capped state aid
2. Ethics training
3. Next meeting is January 26, 2026

EXECUTIVE SESSION

On a motion at 7:58 pm by Mrs. O'Halloran and seconded by Mrs. Doherty, all present voted to approve the following resolution to enter Executive Session.

Be it resolved, that the following portion of this meeting dealing with the following generally described matters shall not be open to the public: Personnel matters; Current or Potential Litigation; and Matters of Attorney/Client Privilege. Be it further resolved, it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when confidentiality is no longer required. Be it further resolved, that private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Open Public Meetings Act: Would constitute an unwarranted invasion of individual privacy; Related to investigation of violations or possible violations of the law; Related to pending/anticipated litigation or contract negotiations in which the Public body is or may be a party; and Falls within the attorney-client privilege and confidentiality is required.

ACTION TO BE TAKEN

On a motion at 8:19 pm by Ms. O'Halloran and seconded by Mrs. McMahon, all present voted to adjourn executive session and return to open session.

ADJOURNMENT

On a motion at 8:20 pm by Ms. O'Halloran and seconded by Mr. Nguyen, all present voted to adjourn.

Respectfully Submitted,

Steven Gardberg
Board Secretary

BOARD APPROVAL: