

Board of Education - Hunterdon County, NJ

MINUTES

Working Session

Tuesday, March 17, 2026 at 7:00 p.m.

District Administration Office, 1445 Route 31, Annandale, NJ 08801

Click [March 17, 2026 BOE Meeting](#) to access the live stream/recording

Vision Statement:

Every student, empowered for tomorrow.

Mission Statement:

The North Hunterdon-Voorhees Regional High School District empowers all students through innovative and personalized learning to achieve their full potential, embrace lifelong learning, and contribute responsibly to a changing world.

1. President Brendan Mclsaac called the meeting to order at 7:03 p.m., and read the Public Meeting notice and Mission Statement.

2. Roll Call

<u>Name</u>	<u>Municipalities Represented</u>	<u>Weighted Vote</u>
Nicole Ayers - Present	Town of Clinton / Franklin Township / Glen Gardner Borough	0.9
Bryan Chapman - Present	Clinton Township / Lebanon Borough	0.9
Andrew Hanley - Present	High Bridge Borough / Lebanon Township	1.2
Tara Marie Hintz - Present	High Bridge Borough / Lebanon Township	1.2
Richard Lordi - Present	Union Township	1.4
Stephen Mathews - Present	Clinton Township / Lebanon Borough	0.9
Brendan Mclsaac - Present	Town of Clinton / Franklin Township / Glen Gardner Borough	0.9
Merrill Mezzacappa - Present	Califon Borough / Tewksbury Township	0.8
Richard Morgan - Present	Bethlehem Township / Hampton Borough	1.2
Cynthia Reyes - Present	Clinton Township / Lebanon Borough	0.9
Daniel Spanton - Present	Clinton Township / Lebanon Borough	0.9
Andrea Stein - Present	Califon Borough / Tewksbury Township	0.8

Also present: R. Bergacs-Superintendent, K. Blew-School Business Administrator/Board Secretary, M. Squarcia-Director of School Counseling Services, R. Broan-Director of Curriculum, Articulation and Student Achievement, J. Komoroski-Director of Special Services, G. Vargas-Dellacasa - District Technology Coordinator

3. Flag Salute

4. Minutes

B.Mclsaac asked if anyone had comments or questions on the minutes. No comments were made.

4.1. [Minutes](#) - February 17, 2026 Board Working Session Meeting

4.2. [Minutes](#) - February 24, 2026 Regular Meeting

5. **Chief School Administrator's Report** - R.Bergacs explained this will be provided 3/24/26.

5.1. [Resolution 032426-3](#) Recognition of Unsung Heroes

5.2. Report on Harassment, Intimidation and Bullying (HIB)

5.3. HIB Incidents reported at the February 24, 2026 Board meeting - None

5.4. [Monthly School Reports](#)

5.5. Legal Notice Publications are available on our [website](#)

Board members discussed a recent CBS broadcast featuring 'Dave the Rave', highlighting the District's Unified program and inclusion within our community.

6. **School Board President's Report** - B.Mclsaac provided updates on items 6.1-6.3. He also updated the progress of the Regionalization Efficiency Grant, which has been submitted to the State, as well as outreach from Franklin Township regarding support among neighboring districts.

6.1. NJSBA's Board self evaluation and CSA evaluation

6.2. Board Leadership Roundtable with constituent Districts

6.3. Adopt Preliminary Budget and Regular Board Meeting - March 24, 2026, 7:00 p.m. at the District Administration Office

7. **Opportunity for Public Comment** - No comments.

8. **Curriculum, Instruction, and Technology**

8.1. [Home Instruction](#)

Board members discussed the requirement of approval of home instruction as well as the eligibility process and cost. M. Squarcia clarified the home instruction process.

9. **Policy and School Security**

B. Chapman provided the Policy Ad Hoc Committee Report with a review of first readings and regulations to be voted upon this month.

Board members discussed voting pace for first & second readings. Also discussed was the conversion to NJSBA for board policy service, as well as a comparison of policy services between Strauss Esmay and NJSBA.

Board discussion continued regarding the review of the District's job descriptions and the Board's role in approving job descriptions.

Motion by N. Ayers and second by B. Chapman to approve agenda item 9.1, Policy First Readings. **Motion carried unanimously by roll call vote.**

9.1. [Policy First Reading:](#)

9.1.1. 2131.2 - Employment of School Business Administrator/Board Secretary

9.1.2. 3514.1 - School Furnished Electronic Device: Distribution and Use

9.1.3. 4151.5, 4251.5 - Jury Duty

- 9.2. [Policy Regulations and Exhibit](#)
 - 9.2.1. 2130(R) - Principal Evaluation (Regulation)
 - 9.2.2. 3160(R) - Transfer of Funds (Regulation)
 - 9.2.3. 3515(R) - Smoking Prohibition (Regulation)
 - 9.2.4. 5131(R2) - Code of Conduct (Regulation)
 - 9.2.5. 5136(R) – Fund Raising Activities (Regulation)
 - 9.2.6. 9325.4(E) Voting Method (Exhibit)
- 9.3. Job Descriptions for [Assistant School Business Administrator](#), [Coordinator of Human Resources, Payroll & Benefits](#), and [Human Resources Assistant](#)

10. **Finance, Facilities and Transportation**

K. Blew communicated that budget related documents are available in the Board’s shared Google drive, and reviewed revenue projection for 2026-27 as well as the budget cuts made to achieve a 4.48% tax levy increase. Discussion ensued regarding the budget, recommended tax levy increases, administrative discretion and recommendation and Board consensus.

K. Blew reviewed the Finance, Facilities and Transportation agenda items, and communicated that the District is recommending a request for proposal (RFP) for legal services. Board members discussed current Board legal services and Board involvement for the RFP.

A preliminary budget presentation will be made by K. Blew at the 3/24/26 meeting.

- 10.1. Resolution 032426-4 Adoption of the 2026-27 Preliminary Budget and Annual Maximum Travel Expenditures
- 10.2. Resolution 032426-5 Ratification of Emergency Facility Repairs
- 10.3. [Special Education Medicaid Initiative \(SEMI\) Corrective Action Plan](#)
- 10.4. Contract with Honeywell, District Energy Service Company, to apply for the RETROFIT NJ Program as a continuation of the District’s Energy Savings Improvement Plan (ESIP)
- 10.5. Approve the insurance defense counsel assignment of the Comegno Law Group, PC, per request of the Board’s insurance carrier, at the hourly rates of \$225/hour for partners, \$195/hour for associates, and \$125/hour for paralegals, to provide certain legal services regarding a covered matter, per the terms of the relevant insurance agreement
- 10.6. Tuition Contracts with Hunterdon County Vocational School District for [Full Time on-site Academy Programs](#) and [Shared Time Polytech Programs](#) for the 2026-27 school year
- 10.7. [Participation in Coordinated Transportation](#) with Hunterdon County Educational Services Commission for the 2026-27 school year
- 10.8. [Participation in Coordinated Transportation](#) with Warren County Special Services School District for the 2026-27 school year
- 10.9. [Training and Travel Requests](#)
- 10.10. Accept [District Donations](#)
- 10.11. Declare [District Property](#) as damaged and/or obsolete and grant authorization for disposal and/or sale by the Business Administrator pursuant to N.J.S.A. 18A:18A-45
- 10.12. Bills List for March 2026

- 10.13. Resolution 032426-1 Monthly Financial Reports Certification for February 2026
- 10.14. Monthly Financial Reports including Treasurer Report, Board Secretary Report and Transfer of Funds Report for February 2026

11. **Community Relations and Student Affairs** - R. Bergacs provided an overview of the process for new student clubs.
 - 11.1. [Student Club Proposal-Bioethics Club at VHS](#)
 - 11.2. [Student Club Proposal-Hearts for Hope Club at VHS](#)
 - 11.3. [Student Club Proposal-Investment Club at VHS](#)

12. **Delegates' Reports** - None
13. **Motion by D. Spanton and second by A. Stein** to adopt [Resolution 031726-1](#) for an executive session to discuss matters reflected in the attached resolution. **Motion carried unanimously by voice vote** and the Board adjourned to executive session at 9:44 p.m.

14. **Motion by D. Spanton and second by R. Morgan** to reconvene public session. **Motion carried unanimously by voice vote** and the Board reconvened at 11:16 p.m.

15. **Personnel and Executive Session Minutes** - Action will be taken at the 3/24/26 meeting.
 - 15.1. [Item P032426](#) - Personnel Agenda March 24, 2026
 - 15.2. Executive Session Minutes #1 - February 17, 2026
 - 15.3. Executive Session Minutes #2 - February 17, 2026
 - 15.4. Executive Session Minutes - February 24, 2026

16. **Old and New Business**
 - T. Hintz shared that the next HCSBA meeting will be on 4/30/26

17. **Motion by C. Reyes and second by A. Stein** to adjourn. **Motion carried unanimously by voice vote** and the meeting adjourned at 11:19 p.m.

Submitted by:

Kathryn Blew

Kathryn Blew, CPA

School Business Administrator/Board Secretary