

JEFFERSON TOWNSHIP BOARD OF EDUCATION
 Reorganization Meeting
 April 29, 2003

1. Pledge to the flag.
2. Mrs. Robinson called the meeting to order at 6:30 PM, and read the Open Meeting Statement.
3. Certification of Election Results:

| | | |
|----------------|---|-----|
| Sim Van Houwe | - | 784 |
| Warren Erdmann | - | 177 |
| Frank Cuccio | - | 93 |

BUDGET: Yes - 607 No – 550

4. Mrs. Robinson administered the Oath of Office to Mr. Cuccio, Mr. Erdmann and Mrs. Van Houwe

| 5. ROLL CALL: | <u>Present</u> | <u>Absent</u> |
|----------------------|----------------|---------------|
| Mr. Andre | X | |
| Mrs. Cammarano | X | |
| Mr. Cuccio | X | |
| Mr. Erdmann | X | |
| Mr. Hanisch | X | |
| Miss Klepp | X | |
| Mrs. Muller | X | |
| Mr. Tasker | | X |
| Mrs. Van Houwe | X | |
| Theresa Giamanco | | X |
| Ali Mustafa | | X |

6. Nominations for President

Motion by Mr. Andre, seconded by Mrs. Cammarano, to nominate Mr. Hanisch for **President** of the Jefferson Township Board of Education.

Motion by Mr. Andre, seconded by Mrs. Cammarano, to **close nominations** for President of the Jefferson Township Board of Education.

| | | | | |
|-----------------|----------------|-------|----------------|-------|
| Roll call vote: | Mr. Andre | - Yes | Mr. Hanisch | - Yes |
| | Mrs. Cammarano | - Yes | Miss Klepp | - Yes |
| | Mr. Cuccio | - Yes | Mrs. Muller | - Yes |
| | Mr. Erdmann | - Yes | Mrs. Van Houwe | - Yes |

Motion carried.

7. Nominations for Vice President

Motion by Miss Klepp, seconded by Mrs. Cammarano, to nominate Mrs. Muller for **Vice President** of the Jefferson Township Board of Education.

Motion by Miss Klepp, seconded by Mrs. Cammarano, to **close nominations** for Vice President of the Jefferson Township Board of Education.

| | | | | |
|-----------------|----------------|-------|----------------|-------|
| Roll call vote: | Mr. Andre | - Yes | Mr. Hanisch | - Yes |
| | Mrs. Cammarano | - Yes | Miss Klepp | - Yes |
| | Mr. Cuccio | - Yes | Mrs. Muller | - Yes |
| | Mr. Erdmann | - Yes | Mrs. Van Houwe | - Yes |

Motion carried.

Motion by Mrs. Muller, seconded by Mrs. Cammarano, to accept the recommendation of the Superintendent to approve and adopt motions 8 through 25, as described below:

- 8. Motion that the Jefferson Township Board of Education will hold their 2003-04 **Meetings** in accordance with the scheduled dates shown on the Reorganization Attachment A.
- 9. Motion to appoint Elizabeth Hickey to serve as **Treasurer of School Moneys** for the 2003-04 school year.
- 10. Motion that the New Jersey Herald, Newton, New Jersey and the Daily Record, Morristown, New Jersey be designated as the **Official Newspapers** of the Jefferson Township Board of Education, for the ensuing year; and further, that the Aim Community News, serving the Township of Jefferson, also be designated as an Official Newspaper of the Jefferson Township Board of Education for the 2003-04 school year.
- 11. Motion the following banks be designated as **Official Depositories** for the 2003-04 school year and to approve the authorized signatures in accordance with Reorganization Attachment B.

- Bank of New York
- PNC Bank
- Commerce Bank
- Lakeland State Bank
- Fleet Bank
- First Union Bank
- Cash Management of NJ
- Valley National Bank
- Wachovia Bank

12. Motion to adopt, based on the recommendation of the Superintendent of Schools, the existing **K-12 curriculum, program and services** for the Jefferson Township School District for the 2003-04 school year, or until such time that this Board amends same.
13. Motion to adopt, based on the recommendation of the Superintendent of Schools, that all previous written **by-laws and policies** of this Board of Education be continued in force until such time that this Board amends same.
14. Motion to adopt, based on the recommendation of the Superintendent of Schools, the existing **K-12 textbooks** for the Jefferson Township School District for the 2003-04 school year, or until such time that this Board amends same.
15. Motion that Alice Robinson, Board Secretary/Business Administrator be appointed **Purchasing Agent** and **Public Agency Compliance Officer** and is authorized to prepare advertisements, advertise for and receive bids and award contracts pursuant to NJSA 18A:18A-3a, 7a and 37a for the 2003-04 school year.
16. Motion to approve the appointment of **Ferraioli, Wielkottz, Cerullo & Cuva, P.A.**, School Auditors for the 2003-04 school year..
17. Motion to approve the appointment of **Robert Tosti of Knox, Naughton, Kott, Fraser & Krauss**, Board Attorney and Negotiator for the 2003-04 school year.
18. Motion to approve the appointment of **Faridy, Veisz and Fraytak**, Architect of Record for the 2003-04 school year.
19. Motion to approve the appointment of **Hatch Mott MacDonald**, Consulting Engineers of Record for the 2003-04 school year.
20. Motion to approve the appointment of **McManimon & Scotland**, Bond Attorney of Record for the 2003-04 school year.
21. Motion to approve the appointment of **Dr. Jean-Paul Bonnet**, School Medical Inspector of Record for the 2003-04 school year.
22. Motion to approve the appointment of **Epic Construction Management**, Construction Manager of Record for the 2003-04 school year.
23. Motion to approve the appointment of **Wm. Connolly & Co., Inc.**, Insurance Agent of Record Record for the 2003-04 school year.
24. Motion to approve the appointment of **Cosentini Associates**, Computer Consultant of Record for the 2003-04 school year.

25. Motion to approve purchasing for the 2003-04 school year through the **State Contract** vendors and **Morris County Co-op** Contracts vendors listed below:

STATE CONTRACT VENDORS

| | |
|------------------------------|-------|
| Ackerson Drapery | 84596 |
| Commercial Interiors | 84608 |
| Orange Carpet | 84597 |
| Allied Equipment | 83995 |
| Hertz Furniture | 49401 |
| Longo Associates | 83998 |
| Paxton Paterson | 84017 |
| Tanner North Jersey | 84010 |
| ABC School Supply | 86120 |
| Beckley Cardy | 86556 |
| Cascade School Supply | 86091 |
| Herbert Farkas Co. | 86129 |
| J. L. Hammett Co. | 86090 |
| Kaplan School Supply | 86119 |
| Lakeshore Learning Materials | 86117 |
| Premier Agendas, Inc. | 86154 |
| S & S Arts and Crafts | 86094 |
| School Specialties | 86118 |
| Tanner North Jersey | 86113 |
| Danka Office Imaging | 53604 |
| Imagistics International | 53584 |
| Stewart Industries, Inc. | 53591 |
| Xerox Corporation | 53586 |
| Apple Computer | 81253 |
| Dell Marketing | 81267 |
| Edwards & Associates | 81201 |
| MicroWarehouse | 81186 |
| Transnet Corp. | 81194 |
| Sherwin Williams | 47700 |
| Air Brake & Equipment | 40880 |
| Atlantic Detroit | 40979 |
| Condit Ford | 41025 |
| Deluxe Sales & Service | 40568 |
| Diesel Truck Service | 40951 |
| Dover Brake & Clutch | 41008 |
| Dover Diesel Service | 40971 |
| Equipment Sales | 40892 |
| G&H Services, Inc. | 40900 |

STATE CONTRACT VENDORS (con't)

| | |
|----------------------------|-------|
| HT Sales | 40993 |
| Lawson Products, Inc. | 41304 |
| Mid-Atlantic Truck Center | 40991 |
| Royal Communications | 54382 |
| Staples Business Advantage | 49012 |
| Verizon NJ | 43338 |
| AT&T | 43337 |
| Avaya | 42285 |
| Cooper | 49402 |
| Goodyear | 49404 |

MORRIS COUNTY CO-OP CONTRACTS

| | |
|-----|--------------------------------------|
| #1 | #2 Fuel Oil |
| #18 | Tree Removal & Trimming Services |
| #22 | D.P.W. Uniforms/Work Shoes & Boots |
| #25 | Janitorial Supplies |
| #29 | Pest Control Services |
| #30 | Office Paper Supplies |
| #34 | Tree Spraying Services |
| #40 | Maintenance Contract for Typewriters |

| | | | | |
|-----------------|----------------|-----------|----------------|-------|
| Roll call vote: | Mr. Andre | - Yes | Mr. Hanisch | - Yes |
| | Mrs. Cammarano | - Yes | Miss Klepp | - Yes |
| | Mr. Cuccio | - Yes | Mrs. Muller | - Yes |
| | Mr. Erdmann | - Abstain | Mrs. Van Houwe | - Yes |

Seven in favor. One abstention. Motion carried.

26. ADJOURN

Motion by Mrs. Van Houwe, seconded by Mrs. Muller, that the meeting adjourn a 6:44 PM.

Respectfully submitted,

Alice Robinson
Board Secretary

Reorganization Attachment A

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Schedule of Meetings

May 2003 - April 2004

*CONFERENCE MEETING

*REGULAR MEETING

| | |
|---------------------------|------------------------------|
| Monday, May 5, 2003 | Monday, May 12, 2003 |
| Monday, June 9, 2003 | Monday, June 16, 2003 |
| Monday, July 14, 2003 | Monday, July 21, 2003 |
| Monday, August 11, 2003 | Monday, August 18, 2003 |
| Monday, September 8, 2003 | Monday, September 15, 2003 |
| Monday, October 13, 2003 | Monday, October 20, 2003 |
| Monday, November 10, 2003 | Monday, November 17, 2003 |
| Monday, December 8, 2003 | Monday, December 15, 2003 |
| Monday, January 12, 2004 | Monday, January 19, 2004 |
| Monday, February 9, 2004 | Tuesday, February 17, 2004** |
| Monday, March 8, 2004 | Monday, March 15, 2004 |
| Tuesday, April 13, 2004** | Monday, April 19, 2004 |

NOTE: All meetings will be held at 8:00 PM in the Jefferson Township Middle School Library, Weldon Road (Milton), Oak Ridge, NJ 07438.

***Each month there are two meetings scheduled, the conference meeting and the regular meeting, however the Board may vote at either meeting.**

****Meeting will be held on Tuesday due to school being closed on Monday.**

Reorganization Attachment B
Checking Account Numbers/Required Signatories

| <u>Account Number</u> | <u>Account Name/Signatories</u> |
|-----------------------|---|
| 6101061653 | Business Office Petty Cash/Board Secretary & Superintendent (Board President) |
| 554011183 | JTHS Athletic Events Account/Principal & Vice Principal |
| 554000610 | JTHS Activity Account/Principal & Vice Principal |
| 554011361 | Scholarship Fund Account/Principal & Vice Principal |
| 554011019 | JTHS Retired HS Classes/Principal & Vice Principal |
| 6101061343 | JTMS Activity Fund/Principal & Secretary |
| 6101061246 | E.T. Briggs Activity Fund/Principal & Secretary |
| 205006388 | Consolidated Activity Fund/Principal & Secretary |
| 554007380 | White Rock Activity Fund/Principal & Secretary |
| 554009855 | Milton Activity Fund/Principal & Secretary |
| 554009820 | Cozy Lake Activity Fund/Principal & Secretary |
| 6101063451 | Stanlick Activity Fund/Principal & Secretary |
| 6101061645 | Hot Lunch Account/Superintendent & Board Secretary |
| 6101060762 | Agency/Treasurer of School Moneys (Board Secretary) |
| 6101061416 | Payroll/Treasurer of School Moneys (Board Secretary) |
| 610106163 | Bond & Coupon/Board Secretary, Treasurer of School Moneys & Board President (Board Vice President) |
| 6101081158 | General/Board Secretary, Treasurer of School Moneys & Board President (Board Vice President) |
| 6105540653 | Unemployment Trust Fund |

***Alternate Signatory appears in parenthesis.**