

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Annual Organization Meeting Minutes
Monday, January 6, 2020 7:00 PM
Jefferson Township Board of Education Central Office

- A. Rita Oroho Giacchi, President *pro tem*, will call the meeting to order at 7:00 PM, and read the Open Meeting Statement.

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD and posted on the
Jefferson Township Board of Education website (www.Jefftwp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

- B. Pledge of Allegiance.
- C. Results of the November 5, 2019 Annual Board Election:

Candidates for 3 Year Term	Votes
Matthew Millar	1860
Adele Wildermuth	2057
Michael Stewart	1910
Dylan Terpstra	1567
Write-In Votes	39

- D. **Oath of Office** to be administered to elected Board of Education members Matthew Millar, Michael Stewart and Adele Wildermuth by Board Secretary.

E. ROLL CALL:

<u> </u> Aye Mrs. Gould	<u> </u> Aye Mr. Martorelli	<u> </u> Aye Mr. Millar
<u> </u> Aye Mr. Natale	<u> </u> Aye Mrs. Poulas	<u> </u> Aye Mrs. Small
<u> </u> Aye Mr. Stewart	<u> </u> Aye Mr. Wasserman	<u> </u> Aye Mrs. Wildermuth

F. NOMINATIONS FOR PRESIDENT

Motion by Mrs. Poulas to nominate Mr. Millar for **President** of the Jefferson Township Board of Education.

ROLL CALL:

<u> </u> Aye Mrs. Gould	<u> </u> Aye Mr. Martorelli	<u> </u> Aye Mr. Millar
<u> </u> Aye Mr. Natale	<u> </u> Aye Mrs. Poulas	<u> </u> Aye Mrs. Small
<u> </u> Aye Mr. Stewart	<u> </u> Aye Mr. Wasserman	<u> </u> Aye Mrs. Wildermuth

G. NOMINATIONS FOR VICE PRESIDENT

Motion by Mrs. Small to nominate Mrs. Poulas for **Vice President** of the Jefferson Township Board of Education.

ROLL CALL:

<u> Aye </u> Mrs. Gould	<u> Aye </u> Mr. Martorelli	<u> Aye </u> Mr. Millar
<u> Aye </u> Mr. Natale	<u> Aye </u> Mrs. Poulas	<u> Aye </u> Mrs. Small
<u> Aye </u> Mr. Stewart	<u> Aye </u> Mr. Wasserman	<u> Aye </u> Mrs. Wildermuth

H. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, 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.
- d. 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.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- f. 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.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But 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 schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

I. COMMENTS FROM THE AUDIENCE *(on Agenda items only)*

- None

J. ANNUAL APPOINTMENTS

Motion by Mrs. Gould, seconded by Mr. Natale to approve items **J.1** through **J.14**

ROLL CALL:

<u>Aye</u> Mrs. Gould	<u>Aye</u> Mr. Martorelli	<u>Aye</u> Mr. Millar
<u>Aye</u> Mr. Natale	<u>Aye</u> Mrs. Poulas	<u>Aye</u> Mrs. Small
<u>Aye</u> Mr. Stewart	<u>Aye</u> Mr. Wasserman	<u>Aye</u> Mrs. Wildermuth

- J.1** Motion that the Jefferson Township Board of Education will hold their **2020 Meetings** in accordance with the scheduled dates shown on the Schedule of Meetings (*Attachment A*).
- J.2** Motion to approve the appointment of **Brown & Brown Consulting Group**, Health Insurance Agent of Record from January 1, 2020 through December 31, 2020.
- J.3** Motion to approve the appointment of **McManimon & Scotland**, Bond Attorney of Record, per agreement, from January 1, 2020 through December 31, 2020.
- J.4** Motion to approve the appointment of **Mott McDonald**, Consulting Engineer of Record, per agreement, from January 1, 2020 through December 31, 2020.
- J.5** Motion to approve the appointment of **Gianforcaro Architects, Engineers and Planners**, Architect of Record, per agreement, from January 1, 2020 through December 31, 2020.
- J.6** Motion to approve the appointment of **The Morville Agency**, Property/Liability Insurance Agent of Record, from January 1, 2020 through December 31, 2020.
- J.7** Motion to approve the appointment of **Nisivoccia & Company**, Auditor of Record, per agreement to conduct the 2019-2020 audit.
- J.8** Motion to approve the appointment of **Cleary Giacobbe Alfieri Jacobs, LLC** as Attorney of Record, per agreement, from January 1, 2020 through December 31, 2020.
- J.9** Motion to approve the appointment of **Methfessel & Werbel**, Special Counsel of Record for Special Education matters, per agreement, from January 1, 2020 through December 31, 2020.
- J.10** Motion to approve the appointment of **Scarinci Hollenback**, Special Counsel of Record for construction, facilities, public procurement and other contract matters, from January 1, 2020 through December 31, 2020.
- J.11** Motion to approve the following banks as **Official Depositories** for January 1, 2020 through December 31, 2020 and to approve the Checking Accounts/Required Signatories as listed (*Attachment B*).

- Bank of America
- First Hope Bank
- Fulton Bank of New Jersey
- Lakeland State Bank
- USBancorp

- J.12** Motion to approve the *Daily Record*, Morristown, New Jersey as the **Official Newspaper** of the Jefferson Township Board of Education from January 1, 2020 through December 31, 2020.
- J.13** Motion to adopt, based on the recommendation of the Superintendent of Schools, the existing **Pre-K - 12 curriculum, assigned text books, co-curricular clubs, and programs** for the Jefferson Township School District until such time that this Board amends same.
- J.14** Motion to adopt, based on the recommendation of the Superintendent of Schools, that all previously written **bylaws and policies** of this Board of Education be continued in force until such time that this Board amends same.

K. DELEGATE APPOINTMENTS

Motion by Mr. Millar, seconded by Mr. Martorelli to approve items **K.1** and **K.2**

ROLL CALL:

<u> Aye </u> Mrs. Gould	<u> Aye </u> Mr. Martorelli	<u> Aye </u> Mr. Millar
<u> Aye </u> Mr. Natale	<u> Aye </u> Mrs. Poulas	<u> Aye </u> Mrs. Small
<u> Aye </u> Mr. Stewart	<u> Aye </u> Mr. Wasserman	<u> Aye </u> Mrs. Wildermuth

- K.1** Motion to appoint Board Member Mr. Stewart, to serve as delegate to the New Jersey School Boards Association.
- K.2** Motion to appoint Board Member Mr. Stewart, to serve as delegate to the Morris County School Boards Association.

Motion by Mr. Martorelli, seconded by Mrs. Poulas to approve item **K.3**

ROLL CALL:

<u> Aye </u> Mrs. Gould	<u> Aye </u> Mr. Martorelli	<u> Aye </u> Mr. Millar
<u> Aye </u> Mr. Natale	<u> Aye </u> Mrs. Poulas	<u> Aye </u> Mrs. Small
<u> Aye </u> Mr. Stewart	<u> Aye </u> Mr. Wasserman	<u> Aye </u> Mrs. Wildermuth

- K.3** Motion to appoint Board Member Mrs. Gould, to serve as delegate to the Morris County Educational Services Commission.

I. COMMENTS FROM THE AUDIENCE

- None

J. BOARD MEMBER COMMENTS

- Mr. Wasserman remarked that 2019 was a fun year and he learned a lot about Board Membership.
- Mr. Stewart is looking forward to the new year and is proud to be a member of the Board.
- Mrs. Wildermuth expressed her gratitude for re-election.
- Mrs. Small wished everyone a Happy New Year and offered congratulations to the newly re-appointed Board members.
- Mrs. Gould is looking forward to being instrumental in school funding discussions.
- Mr. Martorelli is looking forward to an uneventful year ahead.

- Mr. Natale is looking forward to spring and all the good things happening in our town.
- Mrs. Poulas offered congratulations to the incumbent Board Members and thanked her peers for their confidence in her.
- Mr. Millar also thanked his peers for their confidence in him and requested the Board members email he and Mrs. Poulas their interest in Committee selection and that the Community Relations Committee will be back for the 2020 school year.

K. ADJOURN

Motion by Mrs. Gould, seconded by Mrs. Small, that the meeting adjourn at 7:18 PM.

Respectfully submitted,

Rita Oroho Giacchi
Board Secretary

ATTACHMENT A

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Schedule of Meetings

January 2020 – December 2020

REGULAR MEETING

Monday, January 20, 2020
Monday, February 17, 2020
Monday, March 16, 2020
Monday, April 20, 2020
Monday, May 18, 2020
Monday, June 15, 2020
Monday, July 20, 2020
Monday, August 17, 2020
Monday, September 21, 2020
Monday, October 19, 2020
Monday, November 16, 2020
Monday, December 21, 2020

NOTE: All meetings will convene into closed session at 6:30 PM followed by the public portion of the meeting commencing at 7:30 PM unless otherwise noted. A closed session may also be held following the public session, as needed.

MEETING LOCATIONS:

September through June:

Jefferson Township High School
High School Media Center
1010 Weldon Road
Oak Ridge, NJ 07438

July & August:

Board of Education Central Offices
31 State Highway Route 181, Lake Hopatcong, NJ 07849

ATTACHMENT B

ACCOUNT NAME	SIGNATURES	ALTERNATE	NO. OF REQUIRED SIGNATURES
Business Office Petty Cash Annual District Petty Cash Amount: \$1,500	Board Secretary & Superintendent	Board President	2
JTHS Athletic Events Account	Principal & Athletic Director	Vice Principal(s)	2
JTHS Activity Account	Principal & Vice Principal(s)	N/A	2
JTHS Scholarship Fund Account	Principal & Vice Principal(s)	N/A	2
JTHS Retired HS Classes	Principal & Vice Principal(s)	N/A	2
JTHS Class Escrow	Principal & Vice Principal(s)	N/A	2
JTMS Activity Account	Principal & Vice Principal(s)	N/A	2
E.T. Briggs Activity Fund	Principal & Secretary	N/A	2
White Rock Activity Fund	Principal & Secretary	N/A	2
Milton Activity Fund	Principal & Secretary	N/A	2
Cozy Lake Activity Fund	Principal & Secretary	N/A	2
Stanlick Activity Fund	Principal & Secretary	N/A	2
School Nutrition Account	Board Secretary & Superintendent	Board President	2
Payroll Agency	Treasurer of School Moneys	Board Secretary	1
Summer Savings Payroll Agency	Treasurer of School Moneys	Board Secretary	1
Payroll	Treasurer of School Moneys	Board Secretary	1
General	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3
Unemployment Trust Fund	Treasurer of School Moneys & Board Secretary	N/A	2
Capital Projects Account	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3
Capital Reserve	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3
Maintenance Reserve	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3