

MINUTES

SADDLE RIVER BOARD OF EDUCATION ANNUAL ORGANIZATION MEETING SESSION

TUESDAY, JANUARY 5, 2016 – 3:30 PM
SUPERINTENDENT'S OFFICE AT WANDELL SCHOOL

This meeting constitutes the 1st regular meeting of the Saddle River Board of Education for calendar year 2016.

CALL THE MEETING TO ORDER

The meeting was called to order by Ms. Logan, Board Secretary at 3:30 p.m.

OPEN PUBLIC MEETINGS ACT

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Saddle River Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted or notified as follows: the Borough Administrator of the Borough of Saddle River, The Record, The Ridgewood News, The Town Journal, the entrance to Wandell School, and on the business office bulletin board.

ELECTION RESULTS & ADMINISTRATION OF OATH OF OFFICE

Ms. Logan reported on the November 2015 election results:

Board Members Elected:

Jennifer Connolly: 3-year term, expiring in 2018

Thomas Weng: 3-year term, expiring in 2018

Ms. Connolly took the Oath of Office:

"I, Jennifer Connolly do solemnly swear that I possess the qualifications prescribed by law for the office of member of the board of education and that I will faithfully, justly, and impartially perform all of the duties of that office according to the best of my ability.

Further, I solemnly swear that I am not disqualified as a voter, nor disqualified as a Board of Education member due to a conviction of a crime or offense listed in N.J.S.A 18A:12-1.

I will support the Constitution of the United States and the Constitution of the State of New Jersey and that I will bear true faith and allegiance to the same and to the Government established in the United States and this State, under the authority of the people. So help me God."

ROLL CALL & INFORMATION – 2016 BOARD OF EDUCATION

	<u>Present</u>	<u>Absent</u>	<u>Term Expires</u>
Ms. Connolly	_X_	_____	2018
Ms. Feldsott	_____	_X_	2016
Mr. Lasalandra	_X_	_____	2017
Mr. Senger	_X_	_____	2016
Mr. Weng	_____	_X_	2018

Others Present: Dr. Ronzitti, Interim Superintendent/Principal
 Mr. Glenn Stokes, Vice Principal
 Ms. Donna Logan, Board Secretary

FLAG SALUTE

The flag salute was led by Mr. Stokes.

ANNUAL ORGANIZATION INFORMATION AND ACTION ITEMS

1. Nominations and election of President:
 Board Secretary called for nominations for President.
 Mr. Lasalandra nominated Mr. Senger for President of the Board of Education.
 Nomination was seconded by Ms. Connolly.

Roll Call Vote:
 JC: Aye JL: Aye HS: Aye

Mr. Senger was elected President of the Board of Education.

Newly elected President, Mr. Senger presided over the remainder of the meeting.

2. Nominations and election of Vice President:
 President called for nominations for Vice President.
 Mr. Senger nominated Mr. Lasalandra for Vice President of the Board of Education.
 Nomination was seconded by Ms. Connolly.

Roll Call Vote:
 JC: Aye JL: Aye HS: Aye

Mr. Lasalandra was elected Vice President of the Board of Education

3. Motion to approve the following Code of Ethics:

BE IT RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Saddle River Board of Education:

- 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 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.
- 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.

Introduced by: Mr. Senger
 Seconded by: Ms. Connolly
 Vote: 3-0

4. Motion to readopt current policies, bylaws and regulations of the Saddle River School District.

Introduced by: Mr. Senger
 Seconded by: Mr. Lasalandra
 Vote: 3-0

5. Motion to approve the appointment of Henry Senger as the Saddle River Board of Education delegate to the New Jersey School Boards Association.

Introduced by: Mr. Lasalandra
 Seconded by: Ms. Connolly
 Vote: 3-0

6. Motion to approve the appointments to the following committees, including chairpersons, by the President of the Board:

Committee	Chairperson	Board Member
Finance/Budget	Mr. Senger	Ms. Feldsott
Board Communications	Mr. Lasalandra	Mr. Weng
Technology	Mr. Lasalandra	Mr. Senger
Curriculum	Mr. Lasalandra	Ms. Connolly
Renovation	Ms. Feldsott	Mr. Senger
Wandell School Recreation	Ms. Feldsott	Mr. Connolly
Liaison: Ramsey Board of Education	Mr. Weng	Ms. Connolly
Liaison: Northern Highlands Board of Education	Mr. Senger	
Home and School Association	Mr. Lasalandra	Ms. Connolly
New Jersey School Boards Association/NJSBA Legislative	Mr. Senger	
Policy	Ms. Feldsott	Mr. Lasalandra

Health, Well-being, Safety and Transportation	Ms. Connolly	Mr. Weng
Negotiations	Ms. Feldsott	Mr. Weng
Superintendent Search	Board as a Whole	
Liaison to Mayor and Council	Mr. Senger	
Blue Ribbon	Mr. Weng	Ms. Feldsott

Introduced by: Mr. Senger
 Seconded by: Ms. Connolly
 Vote: 3-0

7. Motion to establish the location, time and dates of the regular public meetings of the Board of Education as follows:

Location: Library of Wandell School, 97 E. Allendale Rd., Saddle River, NJ 07458
 Time: 7:30 p.m.

Dates: Tuesday, January 19, 2016
 Tuesday, February 23, 2016
 Tuesday, March 15, 2016 (Tentative Budget Approval)
 Tuesday, April 26, 2016 (Budget Public Hearing and Adoption)
 Tuesday, May 17, 2016
 Tuesday, June 21, 2016
 Tuesday, July 19, 2016
 Tuesday, August 16, 2016
 Tuesday, September 20, 2016
 Tuesday, October 18, 2016
 Tuesday, November 15, 2016
 Tuesday, December 20, 2016
 Tuesday, January 3, 2017 – Organization Meeting

Please note: As part of this motion formal action may be taken by the Board of Education at all special public meetings as well as at regular meetings.

Introduced by: Mr. Senger
 Seconded by: Mr. Lasalandra
 Vote: 3-0

8. Motion to establish *The Ridgewood News* and/or *The Record* and/or *The Town Journal* as the newspaper of record for the Saddle River School District.

Introduced by: Mr. Senger
 Seconded by: Ms. Connolly
 Vote: 3-0

9. Motion to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings.

Introduced by: Ms. Connolly
 Seconded by: Mr. Lasalandra
 Vote: 3-0

10. Motion to approve the following appointments through June 30, 2016:

Board Secretary (N.J.S.A. 18A:17-5)	Donna M. Logan
Public Agency Compliance Officer	Donna M. Logan
504 Officer	Glenn N. Stokes
ADA Coordinator	Debra Strauss
Title IX Coordinator	Debra Strauss
AHERA Officer	Donna M. Logan
Interventions and Referral Services	Glenn N. Stokes
Harassment, Intimidation & Bullying Specialist	Glenn N. Stokes
Anti Bullying Coordinator	Debra Strauss
Integrated Pest Management Coordinator	Glenn N. Stokes
School Funds Investor	Donna M. Logan
Purchasing Agent	Donna M. Logan
Affirmative Action Officer	Glenn N. Stokes
Alternate High School Assessment Coordinator	Debra Strauss
Curriculum and Instruction	Glenn N. Stokes
ESL/Bilingual Coordinator	William Ronzitti, PhD
Homeless Liaison	Debra Strauss
Test Coordinator	Glenn N. Stokes
NCLB/Title I Coordinator	Glenn N. Stokes
NJSMART Coordinator	Jody Murphy
PARCC Coordinator	Glenn N. Stokes
Attendance Officers	William Ronzitti, PhD Glenn Stokes

Introduced by: Mr. Senger
 Seconded by: Mr. Lasalandra
 Roll Call Vote:
 JC: Aye JL: Aye HS: Aye

11. Motion to approve the extension of the following appointments & contracts through June 30, 2016:

School Physician	Robert A. Hands, MD
Auditor	Lerch, Vinci & Higgins, LLP
Board Attorney	Cleary Jacobbe Alfieri Jacobs, LLC (Matthew Jacobbe)
Architect/Engineer	LAN Associates
Insurance Risk Manager	Brown and Brown Metro
Purchasing Co-op	Educational Data Services, Inc.
Purchasing Co-op	Middlesex Regional ESC

Introduced by: Mr. Senger
 Seconded by: Mr. Lasalandra
 Vote: 3-0

12. Motion to retain Rullo & Juillet Associates, Inc. to provide Right-To-Know services and asbestos management services (AHERA) as "Extraordinary Unspecifiable Services" through June 30, 2016.

Introduced by: Mr. Lasalandra
 Seconded by: Mr. Senger
 Vote: 3-0

13. Motion to readopt current and recently revised curricula, textbooks and computer software for the Wandell Elementary School through June 30, 2016.

Introduced by: Mr. Lasalandra
 Seconded by: Ms. Connolly
 Roll Call Vote:
 JC: Aye JL: Aye HS: Aye

14. Motion to adopt mandated and permitted pupil records, which include personal data, attendance, evaluations and health records for regular and classified students, school rules and regulations and other records required by the State of New Jersey through June 30, 2016..

Introduced by: Mr. Senger
 Seconded by: Mr. Lasalandra
 Vote: 3-0

15. Motion to approve the emergency procedures as described in the official Saddle River Emergency Management Plan through June 30, 2016.

Introduced by: Mr. Senger
 Seconded by: Ms. Connolly
 Vote: 3-0

16. Motion to authorize the following Board of Education accounts to be maintained at Capital One Bank, N.A. through June 30, 2016 with the authorized signatures for issuing warrants as set forth below:

<u>Number</u>	<u>Name</u>	<u>Signatories</u>	<u># Signatures Rq'd</u>
7047728473	Current Account	President or Board Member Designee Treasurer of School Monies Board Secretary	3
7047728481	Payroll Account	Treasurer of School Monies	1
7047728503	Payroll Agency Account	Treasurer of School Monies	1
7047728511	Unemployment Fund	President or Board Member Designee Treasurer of School Monies Board Secretary	2
7527398465	FSA Account	President or Board Member Designee Treasurer of School Monies Board Secretary	2
7047728546	Wandell School Recreation Committee	President or Board Member Designee Treasurer of School Monies Board Secretary	3

7047728554	Foundation Trust Account	President or Board Member Designee Treasurer of School Monies Board Secretary	2
7047728562	Capital Reserve Account	President or Board Member Designee Treasurer of School Monies Board Secretary	3
7047728597	Cafeteria Account	President or Board Member Designee Treasurer of School Monies Board Secretary	2
7047728538	Wandell School Student Activity	President or Board Member Designee Superintendent Board Secretary	2

Board Member Designee is Irene Feldsott.

Introduced by: Mr. Senger
Seconded by: Ms. Connolly
Vote: 3-0

17. Motion to establish a petty cash fund through June 30, 2016 in the amount of \$300.00 with no single disbursement from the fund being in excess of \$50.00.

Introduced by: Mr. Senger
Seconded by: Ms. Connolly
Vote: 3-0

18. Motion to authorize the Business Administrator to make investment decisions through June 30, 2016 in accordance with N.J.S.A. 18A:20-37 through 39, through the following depositories:

New Jersey Cash Management Fund
Capital One Bank, N.A.
TD Bank, N.A.

and to authorize the following Board of Education account to be maintained through June 30, 2016 at The State of New Jersey Cash Management Fund (custodian: State Street Bank and Trust Company) with the authorized signatures for issuing warrants as set forth below:

<u>Number</u>	<u>Signatories</u>
117-10626-171	President or Board Member Designee Treasurer of School Monies Board Secretary

Introduced by: Mr. Senger
Seconded by: Mr. Lasalandra
Vote: 3-0

- 19. Motion to approve travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b) through June 30, 2016.

Introduced by: Mr. Senger
Seconded by: Ms. Connolly
Vote: 3-0

COMMENTS BY THE PUBLIC

Holiday Concert – acknowledgment of contributions that made the concert a success
Transportation – parent concern regarding bus stop; matter will be looked into further

MOTION TO ADJOURN MEETING:

Motion: Mr. Senger
Second: Ms. Connolly
Vote: 3-0
Time: 3:59 p.m.

Respectfully Submitted,



Donna M. Logan
Board Secretary