

JACKSON TOWNSHIP BOARD OF EDUCATION
REORGANIZATION MEETING
JANUARY 3, 2018
DISTRICT ADMINISTRATION BUILDING

The Reorganization Meeting of the Jackson Township Board of Education was held in compliance with the Open Public Meeting Law and was called to order by the Board Secretary/Business Administrator, Michelle Richardson at 5:30 P.M. in the Conference Room of the Jackson Board of Education Administration Offices.

After the salute to the flag and the Certification of the meeting according to the tenets of the Open Public Meeting Law, Ms. Richardson made the following statement: "This Reorganization meeting was duly authorized and is in compliance with the Open Public Meeting Law and has been advertised in the newspaper as an Official Meeting."

Roll Call: Present: Mrs. Dey
 Mrs. Rivera
 Mr. Colucci
 Mr. Walsh
 Mr. Burnetsky
 Mr. Sargent

Absent: Ms. Grasso

Also Present: Dr. S. Genco, Superintendent of Schools; Mr. D. Baginski, Assistant Superintendent, Mrs. N. Pormilli, Assistant Superintendent, Ms. M. Richardson, Business Administrator/Board Secretary, Mrs. S. Patterson, Assistant Business Administrator, Dr. R. Cerco, and Board Attorney, Mr. N. Montenegro.

At this time Board Secretary, Ms. Richardson announced the Official Election Results from the Ocean County Clerk's office for the November 7th, 2017 School Board Election. Sharon E. Dey and Tara Rivera were elected to the Board. Tara Rivera received 5,856 votes; Sharon Dey received 6,836 votes and Elenor Hannum received 3,789 votes as certified by the County Board of Elections. Ms. Richardson administered the Oaths of Office and swore in newly elected board member; Tara Rivera and re-elected board member; Sharon E. Dey as members of the Jackson Board of Education.

ELECTION OF OFFICERS

At this time nominations for the President of the Board were requested by the Board Secretary.

Nominations for President

Mrs. Dey nominated Mr. Sargent for President.

Mr. Burnetsky seconded the nomination for Mr. Sargent for President.

There being no further nominations made, the Board Secretary closed the nominations for President.

The Board unanimously voted yes for Mr. Sargent as President.

MR. SARGENT WAS ELECTED PRESIDENT OF THE BOARD

Mr. Sargent took the chair and requested nominations for Vice President of the Board.

Nominations for Vice President

Mr. Burnetsky nominated Ms. Grasso for Vice President.

Mr. Walsh seconded the nomination for Ms. Grasso.

There being no further nominations made, Mr. Sargent closed the nominations for Vice President.

The Board unanimously voted yes for Ms. Grasso as Vice President.

MS. GRASSO WAS ELECTED VICE-PRESIDENT OF THE BOARD

On a motion by Mrs. Dey, seconded by Mr. Colucci, the reorganization agenda was moved for approval.

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Roll Call Vote: Yes: Mrs. Rivera
Mrs. Dey
Mr. Colucci
Mr. Walsh
Mr. Burnetsky
Mr. Sargent

MOTION CARRIED

Board Member Inquiries/Comments on Professionals

Mrs. Dey asked Ms. Richardson to clarify why we are required to have Mr. Stone as Treasurer; we are required by law to have this position, correct.

Ms. Richardson explained the law says you have the option of appointing a Treasurer and she has found it to be beneficial to have a third party person who isn't associated with us or the township. He does a reconciliation of our accounts every month and reviews to see what we're reporting is accurate and being fiscally responsible.

Mr. Walsh commented this is just another checks and balances option.

Ms. Richardson responded yes exactly.

Mr. Sargent inquired about motions R & S, I would ask that the Board, for next year, and maybe the best time would be June or July, to consider going out to bid for both of these groups. They both do a wonderful job but feels it is the Board's responsibility to continue to explore other avenues to see what is best for the district. I would ask that the Board consider this in the months ahead so Ms. Richardson can prepare the process.

Mrs. Dey asked when was the last time we went out to bid for insurance.

Ms. Richardson responded if you mean the insurance broker, we haven't done one since I've been in this position.

Superintendent Advisory

Dr. Genco stated our policy consultant, Dr. Phil Nicastro from Strauss Esmay, will be doing a full presentation at the January 16th meeting to fulfill the ethics training piece, however, in your agenda last week, the code of ethics was sent and were required to sign that you've read it. There is a signature page and before you leave tonight, please be sure to sign it and return it to Ms. Richardson or Mrs. Barbour.

**SEPARATE BOARD MOTION & VOTE ON MOTION #1E
SCHOOL ETHICS ACT AND CODE OF ETHICS**

On a motion by Mrs. Dey, seconded by Mr. Colucci, the Board of Education reaffirmed the School Ethics Act and Code of Ethics for School Board Members.

Document A.

Roll Call Vote: Yes: Mrs. Rivera
Mrs. Dey
Mr. Colucci
Mr. Walsh
Mr. Burnetsky
Mr. Sargent

MOTION CARRIED

On a motion by Mr. Burnetsky, seconded by Mrs. Dey, the Board of Education approved the following motions 1F through 1AA in block formation:

- F. The Board of Education authorized the use of electronic equipment to record all official board meetings for the period of February 1, 2018 through January 30, 2019 for the purpose of preparing the official minutes, such recordings to be maintained for 45-days.
- G. The Board of Education designated the cost of \$15.00 per year for disseminating the annual notice (as provided in the Guidelines, re: Open Public Meeting Law), to any person requesting same, other than those so designated in the law. Designated recipients by law are: township clerk and the newspaper being officially designated by the Board.
- H. The Board of Education designated the Asbury Park Press as official newspaper of the Board of Education.
- I. The Board of Education reaffirmed the Board's rules and regulations, policies, curriculum and employee labor contracts as they now exist.

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- J. The Board of Education reaffirmed the Robert's Rules of Order, Newly Revised, as the guide for the conduct of all meetings when specific statutory guidance is lacking.
- K. The Board of Education reaffirmed the Committee of the Whole (COTW) meeting structure.
- L. Designated the following banks as official banks of the Jackson Board of Education for the period of February 1, 2018 through January 31, 2019:

Ocean First Bank*
Bank of America, Jackson
New Jersey ARM
NJ Cash Management Fund
TD Bank
U.S. Bank

- M. The Board of Education set the official meeting schedule as follows:

Wednesday, January 3, 2018	Reorganization	5:30 PM	Administration Building
January 16, 2018	Combined COTW/Business	6:30 PM	Administration Building
February 13, 2018	COTW Workshop-2018-2019 Budget Presentations only	5:30 PM	Administration Building
February 20, 2018	Combined COTW/Business	6:30 PM	JMHS Fine Arts Auditorium
March 13, 2018	COTW Workshop	5:30 PM	Administration Building
March 20, 2018	Business	6:30 PM	Administration Building
April 24, 2018	Combined COTW/ Business/Budget Hearing	6:30 PM	JMHS Fine Arts Auditorium
May 15, 2018	Combined COTW/Business	6:30 PM	Administration Building
June 26, 2018**	Combined COTW/ Business/Goal Setting	5:30 PM	Administration Building
July 17, 2018	Combined COTW/Business	5:30 PM	Administration Building
August 21, 2018	Combined COTW/Business	5:30 PM	Administration Building
August 28, 2018	Business-Personal only	5:30 PM	Administration Building
September 25, 2018	Combined COTW/Business	6:30 PM	Administration Building
October 16, 2018	Combined COTW/Business/ State of the Schools	6:30 PM	Administration Building
November 20, 2018	Combined COTW/Business	6:30 PM	Administration Building
December 18, 2018	Combined COTW/Business	6:30 PM	Administration Building
Thursday, January 3, 2019	Reorganization	5:30 PM	Administration Building
January 15, 2019	Combined COTW/Business	6:30 PM	Administration Building

- N. The Board of Education appointed the firm of Montenegro, Thompson, Montenegro and Genz, as general counsel to the Board of Education for the period of February 1, 2018 - January 31, 2019, in accordance with the terms of the annual retainer agreement.
- O. The Board of Education appointed Robert J. Pruchnik of the firm of Campbell & Pruchnik, LLP as special counsel for Special Education for the period of February 1, 2018 - January 31, 2019, in accordance with the terms of the annual retainer agreement.
- P. The Board of Education appointed Schenck, Price, Smith & King, LLP as special counsel for Labor on an as needed basis for the period of February 1, 2018 through January 31, 2019, in accordance with the terms of the annual retainer agreement.
- Q. The Board of Education appointed Brielle Orthopedics, P.A., as School Physician for the period February 1, 2018 through January 31, 2019, at an annual fee of \$30,000.00, hourly rate of \$250.00 for additional duties and a fee of \$75.00 for walk-in physical examinations.
- R. The Board of Education appointed Integrity Consulting Group as Broker of Record for Employee Benefits for the period of February 1, 2018 through January 31, 2019 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
- S. The Board of Education appointed Capacity Coverage, Manasquan, New Jersey, as Broker of Record for Property, Casualty and Worker's Compensation Insurance and Student Accident Insurance for the period of February 1, 2018 through January 31, 2019 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
- T. The Board of Education appointed George Stone as Treasurer of School Funds for the period of February 1, 2018 through January 31, 2019, at a salary of \$8,085.00.

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- U. The Board of Education appointed the firm of Suplee, Clooney & Company as Board Auditor for the period July 1, 2018 through June 30, 2019 to conduct the 2017-2018 audit in the amount of \$34,500.00.
- V. The Board of Education appointed Spiezle Architectural Group, Inc. Architect, as District Architect of Record for the period of February 1, 2018 through January 31, 2019, in accordance with the terms of the professional services contract.
- W. The Board of Education appointed Ms. Michelle Richardson as the Qualified Purchasing Agent for the period of February 1, 2018 through January 31, 2019.
- X. The Board of Education, in compliance with the Department of the Treasury, Affirmative Action Office, designated Patricia Senus, Purchasing Specialist, as Public Agency Compliance Officer for the Jackson School District.
- Y. The Board of Education designated Mr. Ed Ostroff, Director-Buildings & Grounds for the following responsibilities, for the period of February 1, 2018 through January 31, 2019:
- a. AHERA Representative
 - b. Asbestos Management Officer
 - c. Designated Person
 - d. District Safety Coordinator
 - e. EPA Designated Point of Contact
 - f. Indoor Air Quality Point of Contact
 - g. Integrated Pest Management Coordinator
 - h. Lead Paint Removal and Restoration
- Z. The Board of Education acknowledged receipt of procedures regarding “over expenditure of funds” N.J.A.C. 6A:23A-16.10(c)(4) (formerly N.J.A.C. 6:20-2.12(d)), with forms to be sent directly to the county superintendent of schools, if they suspect an over-expenditure of funds in the district.

Document B.

- AA. The Board of Education authorized the Superintendent of Schools to sign and file all grant applications to the United States government and state government for educational program grants and to represent the District as required in reference to such grant applications.

Roll Call Vote: Yes: Mrs. Rivera
Mrs. Dey
Mr. Colucci
Mr. Walsh
Mr. Burnetsky
Mr. Sargent

MOTIONS CARRIED

PUBLIC FORUM

On a motion by Mrs. Dey, seconded by Mr. Burnetsky, the public forum was opened by acclamation

There being no response, on a motion by Mrs. Dey, seconded by Mr. Burnetsky, the public forum was closed by acclamation.

Superintendent Announcement

Dr. Genco stated due to the recent weather report as of 4:00 p.m. today, it has been changed to a blizzard warning so we're on the cusp of 5-9 inches or at the very least 4-6 inches of snow, I am recommending sending out notification that we are closing schools tomorrow, Thursday, January 4th.

Mrs. Dey asked what does this do on the calendar.

Dr. Genco responded the first three days we would just push them back and add them at the end of the calendar; after that then we go to transition day so we have three days before we start changing the calendar again.

Mr. Sargent stated typically we would not have closing comments at this meeting but would like to ask the Board for comments.

Board Member Comments

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All Board Members, welcomed new Board Member, Tara Rivera.

Mr. Sargent commented Mrs. Rivera, I know you're a wealth of communication, I've already experienced the constant communication and I appreciate that and am looking forward to working with you.

Mr. Walsh shared retired Science Teacher, Bill Wheeler, passed away on December 31, 2017. He is one of the better science teachers that has come through this district. He started the AP program at Memorial and started the Forensics science program from scratch noting he is one of the first to do so in the state of New Jersey. I worked with Bill for ten years in the same classroom citing he was really very good and wanted to recognize him for all he's done.

There being no further comments, on a motion by Mrs. Dey, seconded by Mr. Burnetsky, the meeting was adjourned by acclamation at 5:47 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Richardson".

Michelle Richardson
BA/BS

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