

JACKSON TOWNSHIP BOARD OF EDUCATION
REORGANIZATION MEETING
JANUARY 7, 2020
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."

Ms. Richardson requested everyone to remain standing for a moment of silence for the passing of Administration's beloved long-time custodian of 20 years, Blidy Keith Francis, who passed away on December 15th, 2019.

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

Absent: Mr. Walsh
Mr. Sargent
Mr. Acevedo

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 and Board Attorney, Mr. M. Zitomer.

At this time Board Secretary, Ms. Richardson announced the Official Election Results from the Ocean County Clerk's office for the November 5th, 2019 School Board Election. Selene Haskins received 3,030 votes; Michael Walsh received 4,563 votes and Thomas Colucci received 3,727 votes as certified by the County Board of Elections. Ms. Richardson administered the Oath of Office and swore in re-elected Board Member, Thomas Colucci, as a member of the Jackson Board of Education. Michael Walsh is not able to attend tonight's meeting and will be administered the Oath of Office at the next Board of Education meeting.

Dr. Genco advised Mr. Walsh will be present at the special meeting to conduct law firm interviews on January 15th, 2020.

ELECTION OF OFFICERS

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

Nominations for President

Mr. Colucci nominated Michael Walsh for President.

Mr. Burnetsky nominated Michael Walsh for President.

Mrs. Dey nominated Michael Walsh for President.

Mrs. Rivera nominated Michael Walsh for President.

There being no further nominations, the Board Secretary closed the nominations for President and proceeded with roll call vote for President nominee, Michael Walsh.

Roll Call Vote: Mr. Colucci voted yes for Michael Walsh as President of the Board
Mr. Burnetsky voted yes for Michael Walsh as President of the Board
Mrs. Dey voted yes for Michael Walsh as President of the Board
Mrs. Rivera voted yes for Michael Walsh as President of the Board

Absent: Mr. Walsh
Mr. Sargent
Mr. Acevedo

Yes Vote: 4 – 0

MR. WALSH WAS ELECTED PRESIDENT OF THE BOARD

In Mr. Walsh's absence, Ms. Richardson requested nominations for Vice President of the Board.

Reorganization Meeting
District Administration Building
January 7, 2020

Nominations for Vice President

Mr. Colucci nominated himself for Vice President.

Mrs. Dey nominated Thomas Colucci for Vice President.

There being no further nominations, Ms. Richardson closed the nominations for Vice President and proceeded with roll call vote for Vice President nominee, Thomas Colucci.

Roll Call Vote: Mr. Colucci voted yes for Thomas Colucci as Vice President of the Board
Mr. Burnetsky voted yes for Thomas Colucci as Vice President of the Board
Mrs. Dey voted yes for Thomas Colucci as Vice President of the Board
Mrs. Rivera voted yes for Thomas Colucci as Vice President of the Board

Absent: Mr. Walsh
Mr. Sargent
Mr. Acevedo

Yes Vote: 4 – 0

MR. COLUCCI WAS ELECTED VICE-PRESIDENT OF THE BOARD

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

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

MOTION CARRIED

Mr. Colucci turned the meeting over to Dr. Genco.

Dr. Genco stated last year Dr. Nicastro was here to do a full training with the Board on the Code of Ethics Act, however, this year there are no new Board Members; we have the same Board Members here as we did last year and I've asked Board Attorney, Mr. Zitomer, to touch on two opinions we should be made aware of.

Board Attorney Advisement - Code of Ethics

Board Attorney, Mr. Zitomer, advised the Board of opinion facts; the code of ethics protocol and voting process the Board is to be aware of for the best interests of the Jackson School District. Mr. Zitomer gave a briefing of the role they perform as a Board Member noting District Administration runs the day to day operations of the school district. Mr. Zitomer stressed confidentiality is key, you will come across a lot of confidential information such as student information; personnel information and litigation; it is essential you keep that information confidential. Mr. Zitomer presented a series of circumstances advising the Board how they are to proceed and avoid crossing the line when certain situations or circumstances arise or that may come directly to their attention from the community or involve district staff members, etc. Mr. Zitomer advised protocol in the area of employed family members in the same school district that will result in a conflict of interest for those Board Members and in which you would be prohibited from participation in employee union contract negotiations all the way up the chain of command to the Superintendent and the Superintendent Search that is currently in progress.

Mr. Zitomer asked the Board if they have any questions.

There were no questions presented.

Dr. Genco thanked Mr. Zitomer.

Dr. Genco turned the meeting back to Board Vice President, Mr. Colucci.

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

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

Document A.

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

Reorganization Meeting
 District Administration Building
 January 7, 2020

MOTION CARRIED

Dr. Genco reminded the Board to forward their signed code of ethics document to Jeanne Barbour by the end of tonight.

On a motion by Mrs. Rivera, 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, 2020 through January 30, 2021 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.
- 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, 2020 through January 31, 2021:

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:

<u>Date</u>	<u>Type of Meeting</u>	<u>Time</u>	<u>Location</u>
Tuesday, January 7, 2020	Reorganization	5:30 PM	Administration Building
January 22, 2020	Combined COTW/Business/ Teacher of the Year Recognition	6:30 PM	JMHS Fine Arts Auditorium
February 19, 2020	Combined COTW/Business/ 2020-2021 Budget Presentations	5:30 PM	Administration Building
March 18, 2020	Combined COTW/Business/ Adopt Tentative Budget	6:30 PM	Administration Building
April 29, 2020	Combined COTW/Business/ 2020-2021 Budget Hearing	6:30 PM	Administration Building
May 20, 2020	Combined COTW/Business	6:30 PM	Administration Building
June 17, 2020**	Combined COTW/Business/ Goal Setting	5:30 PM	Administration Building
July 15, 2020	Combined COTW/Business	5:30 PM	Administration Building
August 19, 2020	Combined COTW/Business	5:30 PM	Administration Building
August 26, 2020	Business-Personnel only	5:30 PM	Administration Building
September 16, 2020	Combined COTW/Business	6:30 PM	Administration Building
October 28, 2020	Combined COTW/Business	6:30 PM	Administration Building
November 18, 2020	Combined COTW/Business	6:30 PM	Administration Building
December 16, 2020	Combined COTW/Business	6:30 PM	Administration Building
January 6, 2021	Reorganization	5:30 PM	Administration Building
January 20, 2021	Combined COTW/Business/ Teacher of the Year Recognition	6:30 PM	JMHS Fine Arts Auditorium

- N. The Board of Education appointed Schenck, Price, Smith & King, LLP as general legal and labor counsel to the Board of Education for the period of February 1, 2020 through February 28, 2021, in accordance with the terms of the annual retainer agreement.
- O. The Board of Education appointed the firm of Montenegro, Thompson, Montenegro and Genz, as special counsel for land acquisitions and other casework on an as needed

Reorganization Meeting
District Administration Building
January 7, 2020

basis for the period February 1, 2020 – February 28, 2021, in accordance with the terms of the annual retainer agreement.

- P. The Board of Education appointed Brielle Orthopedics, P.A., as School Physician for the period February 1, 2020 through January 31, 2021, 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.
- Q. The Board of Education appointed Integrity Consulting Group as Broker of Record for Employee Benefits for the period of February 1, 2020 through January 31, 2021 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
- R. The Board of Education appointed Glenn Insurance, Inc., Absecon, New Jersey, as Broker of Record for Property, Casualty and Worker's Compensation Insurance and Student Accident Insurance for the period of February 1, 2020 through February 28, 2021 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
- S. The Board of Education appointed George Stone as Treasurer of School Funds for the period of February 1, 2020 through January 31, 2021, at a salary of \$8,085.00.
- T. The Board of Education appointed the firm of Suplee, Clooney & Company as Board Auditor for the period July 1, 2020 through June 30, 2021 to conduct the 2019-2020 audit in the amount of \$36,200.00.
- U. The Board of Education appointed Spiegle Architectural Group, Inc. Architect, as District Architect of Record for the period of February 1, 2020 through January 31, 2021, in accordance with the terms of the professional services contract.
- V. The Board of Education appoints School Bus Ads, JAX Media Innovations for School Bus Advertising and approves a renewal contract to provide revenue sources for the Jackson Township Board of Education for the period of February 1, 2020 through January 31, 2021, as per the policy of the Jackson Township Board of Education and the guidelines of the State of New Jersey.
- W. The Board of Education appointed Ms. Michelle Richardson as the Qualified Purchasing Agent for the period of February 1, 2020 through January 31, 2021.
- X. The Board of Education, in compliance with the Department of the Treasury, Affirmative Action Office, designates 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, 2020 through January 31, 2021:
- 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: Mr. Burnetsky
Mrs. Dey
Mrs. Rivera
Mr. Colucci

MOTIONS CARRIED

PUBLIC FORUM

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

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

RESOLUTIONS FOR ACTION

FINANCE:

1. On a motion by Mrs. Rivera, seconded by Mr. Burnetsky, the Board of Education authorized the Business Administrator to revise the 2019-2020 contract with ESS/Source4 Teachers for the 2019-2020 school year with an amendment to the Paraprofessional full day rate to reflect the January 1, 2020 minimum wage increase rate for this service.

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

MOTION CARRIED

Superintendent Advisory – 2020-2021 District Calendar

Dr. Genco advised the upcoming 2020-2021 calendar is also the Presidential election year and like most districts in Ocean County, this is the one time every 4 years where our calendar will be very similar to Toms River and Brick in that we will be closing that full week of the election. This is what I am recommending obviously for the Presidential election year when one of our schools is being used for the election process.

PROGRAMS:

1. On a motion by Mrs. Rivera, seconded by Mrs. Dey, the Board of Education approved the 2020-2021 District Calendar.

Document C.

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

MOTION CARRIED

PERSONNEL:

On a motion by Mrs. Rivera, seconded by Mr. Burnetsky, the Board of Education approved the following motions in block formation as follows:

1. The Board of Education approved the employment of the following substitutes for the 2019-2020 school year, effective January 8, 2020, unless otherwise noted:
 - a. Keith Wojciechowicz, Teacher, \$100.00 per hour, pending fingerprints and substitute certification
2. The Board of Education, upon the recommendation of the Superintendent, accepted with best wishes, the resignation of the following employees, due to retirement:
 - a. Caridad Leon-Garcia, Teacher/Holman, effective July 1, 2020.
3. The Board of Education approved a leave of absence for the following personnel:
 - a. Nicolle Figaro, Athletic Trainer/JMHS, paid Medical Leave of Absence, effective December 11, 2019 through January 15, 2020, returning January 16, 2020.
 - b. **DID NOT PASS:** Jessie-Ann Barry, Van Aide-Transportation/District, paid Medical Leave of Absence, effective September 1, 2019 through October 22, 2019; revised unpaid Federal Medical Leave of Absence, effective October 23, 2019 through January 10, 2020, returning January 13, 2020.
4. The Board of Education approved the transfer of the following personnel:
 - a. Sandra Taliaferro, transfer from Paraprofessional Part Time AM/Rosenauer to Paraprofessional/Switlik (11-213-100-106-09), replacing Sharron Bussanich (retired) (PC #245), effective February 1, 2020, or sooner through June 30, 2020, salary

Reorganization Meeting
District Administration Building
January 7, 2020

\$32,056.00 (\$31,556.00 plus \$500.00 Educational Stipend) as per Step 1 of the 2019-2020 JEA contract.

5. The Board of Education approved the employment of the following personnel:
- Felicia Marchisotto, Paraprofessional/Switlik (11-213-100-106-09), replacing Beth Decker (retired) (PC # 1341), effective January 21, 2020 or sooner through June 30, 2020, pending fingerprints, salary \$32,056.00 (\$31,556.00 plus \$500.00 Educational Stipend), as per Step 1 of the 2019-2020 JEA Guide.
 - Kaitlyn Lord, Paraprofessional Part time AM/Rosenauer (11-215-100-106-09), replacing Sandra Taliaferro (transferred) (PC #1718), effective February 1, 2020 through June 30, 2020, pending fingerprints, salary \$14,556.00 (\$14,056.00 plus \$500.00 Hygiene Stipend), as per Step 1 of the 2019-2020 JEA Guide
 - Keith Wojciechowicz, Technology Teacher/JMHS (11-140-100-10-101) replacing Thomas Caruso (resigned) (PC #1279), effective January 28, 2020, pending certifications and fingerprints through June 30, 2020, salary \$52,917.00 pro-rated, as per BA Step 1 of the 2019-2020 JEA contract.
 - Jamie Zenerovitz, Family Consumer Science Teacher/JMHS and JLHS (50%-11-140-100-10-101) (50%-11-140-100-10-112) replacing Arielle Bozinos (resigned) (PC #660), effective March 9, 2020, or sooner, through June 30, 2020, salary \$57,417.00 pro-rated, as per BA Step 9 of the 2019-2020 JEA contract.
 - Brittany Dilger, Teacher-Physical Education/Goetz (11-130-100-101-02), replacing Maureen Cromie (retired) (PC #1035), effective February 3, 2020, pending fingerprints through June 30, 2020, salary \$52,917.00 pro-rated, as per BA Step 1 of the 2019-2020 contract.

Roll Call Vote: Yes: Mr. Burnetsky (Abstained on Transportation & All Supervisors Related to Transportation)
Mrs. Dey
Mrs. Rivera
Mr. Colucci

PERSONNEL MOTION #3b DID NOT PASS

ALL OTHER PERSONNEL MOTIONS PASSED

Mr. Colucci announced the Board will move to executive session.

On a motion by Mr. Burnetsky, seconded by Mrs. Rivera, the Board of Education adjourned to executive session at 5:45 p.m. to discuss personnel, no action to be taken by acclamation. The Board would reconvene at approximately 6:05 p.m. in the Public Meeting Room of the District Administration Building for public session.

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

Absent: Mr. Sargent
Mr. Acevedo
Mr. Walsh

MOTION CARRIED

The Board of Education reconvened in the Public Meeting Room of the Administration Building and was called to order by the Vice President of the Board, Mr. Colucci, at 6:05 p.m.

Roll Call: Mr. Burnetsky
Mrs. Dey
Mrs. Rivera
Mr. Colucci

Absent: Mr. Sargent
Mr. Acevedo
Mr. Walsh

There being no further discussion, on a motion by Mrs. Dey, seconded by Mr. Burnetsky, the meeting was adjourned by acclamation at 6:05 p.m.

Respectfully submitted,



Michelle Richardson
BA/BS

Reorganization Meeting
District Administration Building
January 7, 2020