

Organizational Meeting  
South Orange-Maplewood  
Board of Education  
May 15, 2014

The Organizational Meeting of the Board of Education of South Orange-Maplewood was held in the District Meeting Room at the Administration Building, 525 Academy Street, Maplewood, New Jersey, on May 15, 2014.

Board President Elizabeth Daugherty called the meeting to order at 7:35 p.m.

Adequate written notice of this meeting of the South Orange-Maplewood Board of Education was sent to the Township and Village Clerks, the Libraries, The Star Ledger, the News Record and all schools.

ROLL CALL: Present: Mrs. Daugherty, Dr. Gaudelli, Ms. Karriem, Ms. Kritzberg, Mrs. Lawson-Muhammad, Mrs. Wren-Hardin, Mrs. Wright

Absent: Mr. Bennett, Mr. Eastman, Ms. Pai

6 MEMBERS AND ONE STUDENT REPRESENTATIVE PRESENT

PLEDGE OF ALLEGIANCE

HEARING OF INDIVIDUALS AND DELEGATIONS

<u>Name</u>	<u>Topic</u>
Brett Ascher & Sonya Cole, Captains CHS Special Dance	Invited BOE members to come to this weekend's Special Dance performance.
Elissa Malespina Parent & SOMS Media Specialist	Have watched collaboration disappear at SOMS during her tenure. Staff not always supported by the Principal.
Danielle Levine SOMS Teacher	Reiterated points made by SOMS teachers at prior meetings. Urged the Board to keep the children in mind and do what is best for the students.
Dr. Dione M. Williams Maplewood Resident	Expressed her concern about issues raised at the last meeting including the atmosphere at SOMS where songs such as "Ol' Man River" are played, references from last meeting to new board members being ignorant, and the inability to explain the decline in ratables in South Orange.

*Mrs. Wren-Hardin apologized for her statement from the prior meeting indicating that her intention was to describe the complexities of the budget and apologized for her choice of words.*

ITEMS FOR ACTION

MOTION made by Dr. Gaudelli, seconded by Ms. Karriem, that the Board of Education approves the following:

Organizational Resolutions for 2014-15 School Year

1. Appoint Cheryl Schneider as Board Secretary and authorize her to sign checks, notes, drafts, bills of exchange, acceptance, undertakings or other orders for payment of money.
1. Appoint Cheryl Schneider as the Qualified Purchasing Agent and authorize her to negotiate and award contracts pursuant to NJSA 18A:18A-3.
2. Appoint Cheryl Schneider as Custodian of Records for the school district.
3. Appoint Steve Gardberg as Assistant Board Secretary and authorize him to sign checks, notes, drafts, bills of exchange, acceptance, undertakings or other orders for the payment of money in the absence of the Board Secretary.
4. Approve Steve Gardberg and William Kyle III as District Health and Safety Officers.
5. Approve Steve Gardberg as Public Agency Compliance Officer for the school district.
6. Approve William Kyle III as Integrated Pest Management Coordinator and AHERA Coordinator and Asbestos Management Officer.
7. Approve William Kyle III as Right To Know Officer.
8. Approve William Kyle III as Indoor Air Quality Officer.
10. Approve James Memoli as ADA/504 Compliance Committee Coordinator for the school district.

ROLL CALL: Organizational Resolutions #1-10 passed. YES: Mrs. Daugherty, Dr. Gaudelli, Ms. Karriem, Mrs. Lawson-Muhammad, Mrs. Wren-Hardin, Mrs. Wright. NO: none.

MOTION made by Dr. Gaudelli, seconded by Ms. Karriem, that the Board of Education approves the following:

Organizational Resolution for 2014-15 School Year

11. Approve James Memoli as Affirmative Action Officer for the school district.

Discussion regarding whether the Affirmative Action Officer should be held by a District administrator or an outside person ensued. It was suggested that the Board approve Mr. Memoli in this position so that there is an Affirmative Action Officer in place and that the question be referred to the policy committee to address in the future.

ROLL CALL: Organizational Resolution #11 passed. YES: Mrs. Daugherty, Dr. Gaudelli, Ms. Karriem, Mrs. Lawson-Muhammad, Mrs. Wren-Hardin. NO: Mrs. Wright

MOTION made by Ms. Karriem, seconded by Mrs. Lawson-Muhammad, that the Board of Education approves the following:

Organizational Resolutions for 2014-15 School Year

12. Approve James Memoli as District Liaison for the Education of Homeless Children (per N.J.A.C. 6A:17-2.5).
13. Approve Patricia Barker as Liaison to the Division of Children and Families.
14. Appoint Philip Stern as Anti-Bullying Coordinator for the school district.
15. Appoint Philip Stern as Truant Officer for the district.
16. Approve Elizabeth Aaron or Designee to implement the district's approved vocational and technical education safety and health programs (per N.J.A.C. 6A:19-10.2(b)).
17. Appoint Dana Sullivan as Treasurer for the school district.
18. Appoint the firm of Hodulik & Morrison as the independent statutory auditor for the school district at an annual fee of \$56,000.
19. Appoint the law firm of Schenck, Price, Smith & King as the school district's attorney at the rate of \$175 per hour.
20. Appoint the law firm of Wolff & Samson as the Bond Counsel firm to provide specialized legal services necessary in connection with the authorization and the issuance of bonds or notes by the Board of Education; fees are determined per agreement on file in Board Secretary's Office.
21. Appoint the firm of Pheonix Advisors, Inc. to provide annual Financial Advisory Services necessary by the Board of Education; fees are determined per agreement on file in Board Secretary's Office.
22. Appoint the practice of Reginald O. Coleman, M.D., P.A as School Physician.
23. Appoint Willis of New Jersey, Inc. as insurance broker of record.
24. Appoint the firm of Brown & Brown Benefit Advisors as an insurance agent for the school district for employee benefits.
25. Appoint the firms of Element Architectural Group and EI Associates as the school district's architect(s); fees are determined per agreement on file in Board Secretary's Office.
26. Approve the following depositories for school monies:
  - Bank of America
  - PNC Bank
  - Chase Manhattan Bank
  - Wells Fargo Bank
27. Accept the By-Laws, Policies, Rules and Regulations.
28. Adopt the Public Meeting Calendar for 2014-2015 per attached.
29. Adopt the following approved District secondary school, middle school and elementary school curricular programs as presently written for the 2014-2015 school year, with new/revised curricula brought forward for adoption as they are completed and prior to their implementation: [curriculum on file in the office of the Assistant Superintendent for Curriculum and Instruction]:
  - Art K-12
  - Career & Technical Education 9-12
  - Counseling 6-12
  - Educational Media & Technology K-12
  - English as a Second Language K-12
  - English/Language Arts K-12
  - Enrichment 4-5

Health/Family Life K-12  
Mathematics K-12  
Music K-12  
Physical Education K-12  
Science K-12  
Social Studies K-12  
World Languages 3-12

30. Accept the existing master agreements with the following units:
  - a. South Orange-Maplewood Education Association (SOMEA); and
  - b. Association of Supervisors, Coordinators and Administrators (ASCA).
31. Adopt the following newspapers for legal advertisements for the 2014-2015 school year: The Star Ledger, the News Record and the New York Times.
32. Authorize the Board Secretary to purchase the following types of securities for the purpose of investment on a short-term basis:
  - a. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America; or
  - b. Bonds of any Federal Intermediate Credit Bank, Federal Home Loan Bank, Federal Land Bank, Federal national Mortgage Associates or of any United States Band for Cooperatives which have a maturity date not greater than twelve months from the date of purchase; or
  - c. Bonds or other obligations for other school districts. (18A:20-37)
33. Authorize the Superintendent or designee, to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.
34. Authorize the Board Secretary be authorized to establish the following imprest petty cash fund accounts for the period July 1<sup>st</sup> through June 30<sup>th</sup> during the next fiscal year in accordance with N.J.S.A.18A:19-13.  
Business Administrator' office, amount of fund to be set at \$1,000.  
Assistant Business Administrator's office, amount of fund to be set at \$50.
35. Approve continued membership in the New Jersey Interscholastic Athletic Association and agree to be governed by the Constitution, By-laws and Rules and Regulations of the Association, including all rules governing student athlete eligibility, for the 2014-2015 school year.
36. Approve continued membership in New Jersey School Boards Association, Minority Student Achievement Network and Garden State Coalition of Schools for the 2014-2015 school year.
37. Establish a photo copy fee of \$0.05 per letter size page or smaller and \$0.07 per legal size page or larger of official Board Minutes and other public documents. A special service fee may be added for irregular size copies or requests that require an extraordinary amount of time or effort to accommodate the request.

38. Approve procurement of goods and services through state agencies and Morris County Purchasing Cooperative, Middlesex Regional Educational Services Commission Cooperative, the Educational Services Commission of Morris County Cooperative, and Educational Data Services, Inc.
39. Approve the attendance and related travel expenses for regular district business as caused by or subject to contractual provisions, other statutory requirements or federal requirements and approve the reimbursement for such regular district travel expenses not to exceed \$1500 per employee.
40. Adopt Code of Ethics
41. Adopt Code of Student Conduct
42. Approve the Emergency Management Plan and the Bio-security Plan as recommended by the Superintendent of Schools.
43. Approve the Business Office Purchasing Manual and Business Office Standard Operating Procedures Manual as recommended by the Superintendent of Schools.
44. Approve 403B Tax Shelter Annuity Brokers
  - a. Ameriprise Financial Services
  - b. AXA Equitable
  - c. Great American Life
  - d. The Legend Group
  - e. MetLife
  - f. AIG Retirement-VALIC

CALENDAR FOR PUBLIC BOARD MEETINGS 2014-2015

Board of Education meetings commence on Monday evenings at 7:30 p.m. in the District Meeting Room at the Board of Education Administration Building, 525 Academy Street, Maplewood.

July 21, 2014  
 August 18, 2014  
 September 22, 2014  
 October 20, 2014  
 November 24, 2014  
 December 15, 2014  
 January 5, 2015 (Reorganization)  
 January 26, 2015  
 February 23, 2015  
 March 16, 2015  
 April 27, 2015  
 May 14, 2015 (Thurs., Organizational Mtg., Renewals)  
 May 18, 2015  
 June 1, 2015 (Staff Recognition/Retirement)  
 June 15, 2015

ROLL CALL: Organizational Resolutions #12-44 passed. YES: Mrs. Daugherty, Dr. Gaudelli, Ms. Karriem, Mrs. Lawson-Muhammad, Mrs. Wren-Hardin, Mrs. Wright. NO: none.

MOTION made by Ms. Karriem, seconded by Dr. Gaudelli, that the Board of Education approves the following:

3146. APPROVE REAPPOINTMENT LISTS FOR THE 2014-2015 SCHOOL YEAR

List No. 1 - Reappointment of Non-Tenured Staff

List No. 2 - Reappointment of All Other Staff

***Mr. Eastman arrived at 8:00 p.m.***

***7 voting members and 1 student representative present***

ROLL CALL: Motion 3146 passed. YES: Mrs. Daugherty, Mr. Eastman, Dr. Gaudelli, Ms. Karriem, Mrs. Lawson-Muhammad, Mrs. Wren-Hardin, Mrs. Wright (abstain on L. Busichio, J. Jennings, A. Levin, C. McDonough, J. Uglialoro, and J. Wright due to conflict of interest) NO: none.

HEARING OF INDIVIDUALS AND DELEGATIONS

None.

NEW BUSINESS

Future Meetings - Read by Mrs. Daugherty

The Board of Education will meet in Closed Session on Monday, May 19, 2014, at 6:30 pm in the Superintendent's Office to discuss personnel and legal issues, negotiations and other matters to be announced at a later date. Immediately following the Closed Session, the Board of Education will meet in Public Session at 7:30 pm in the District Meeting Room at 525 Academy Street, Maplewood, NJ. Action will be taken.

The Board of Education will meet in Closed Session on Monday, June 16, 2014, at 6:30 pm in the Superintendent's Office to discuss personnel and legal issues, negotiations and other matters to be announced at a later date. Immediately following the Closed Session, the Board of Education will meet in Public Session at 7:30 pm in the District Meeting Room, 525 Academy Street, Maplewood, NJ. Action will be taken.

MOTION made by Mrs. Lawson-Muhammad, seconded by Mrs. Wright, that the Board of Education will meet in Executive Session prior to the May 19, 2014 Public Meeting to discuss personnel, legal and Special Education matters and negotiations, the nature of which will be made public at a future date. Motion unanimously approved.

MOTION made by Dr. Gaudelli, seconded by Ms. Karriem, that the Board of Education adjourn. Motion unanimously approved at 8:03 p.m.

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Cheryl Schneider, Board Secretary