



BOARD OF EDUCATION MEETING SCHEDULE

Regular Meetings

January 18, 2022
February 15, 2022
March 15, 2022
March 28, 2022
April 26, 2022
May 10, 2022
May 24, 2022
June 21, 2022
July 19, 2022
August 23, 2022
September 20, 2022
October 18, 2022
November 15, 2022
December 20, 2022
January 3, 2023

MADISON BOARD OF EDUCATION

John Regan
Board President

Pam Yousey
Vice President



Mark Schwarz
Superintendent of Schools

Danielle Mancuso
Board Secretary

ORGANIZATION/PUBLIC MEETING AGENDA

Date: **Tuesday, January 3, 2023**

Time: **7:00 PM** Public Session

Location: The January 3, 2023 Board of Education Meeting will be held in person at Madison High School in the Alice Perlaw Media Center and virtually on Zoom and YouTube Live. Remote public comment will be available through Zoom. The public session starts at 7:00 PM

YouTube Live Link:

<https://youtube.com/live/BNIOPrXdDz0>

Zoom Webinar Links:

[https://us02web.zoom.us/j/89887151559?](https://us02web.zoom.us/j/89887151559?pwd=cSsrM3VlQkRKb3MxS0R6N3NoZlJBdz09)

[pwd=cSsrM3VlQkRKb3MxS0R6N3NoZlJBdz09](https://us02web.zoom.us/j/89887151559?pwd=cSsrM3VlQkRKb3MxS0R6N3NoZlJBdz09)

Passcode: 751581

Please see the website for the Zoom Meeting dial in information

1. NOTICE OF MEETING

In compliance with the Open Public Meetings Act, Chapter 231, Laws of New Jersey, 1975, notice of this meeting has been sent to the Madison Eagle, the Daily Record and has been posted in the Board of Education Office, the Borough Hall, the Madison Railroad Station, the YMCA, the Madison Library, all school buildings and on the district's website. The public is invited to attend. This evening's meeting constitutes an official Public Meeting of the Board of Education. Action may be taken.

If needed, the Board will convene into Executive Session to discuss matters permitted pursuant to NJSA 10:4-12. Upon conclusion of the Executive Session, the Board will return to Regular Session at which time public action may be taken.

2. RESULTS OF ANNUAL SCHOOL ELECTION - NOVEMBER 8, 2022 (Two, 3 Year Terms)

Carmen Vasto	3,677 votes
Dr. Stephen Tindall	3,308 votes
Dr. Kathleen Ruddy	1,628 votes
Mitchell Horn	1,557 votes

The Board Secretary will now administer the oath of office to all Board members beginning new terms.

3. OATH OF OFFICE

Pursuant to NJ Statute, the oath of Office will be administered to the following newly elected Board Members by Business Administrator/Board Secretary, Ms. Mancuso: Stephen Tindall and Carmen Vasto

4. FLAG SALUTE/CALL TO ORDER

Board Members	Year Term Expires
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Sarah Fischer	2024
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Grace Kim	2024
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David Irwin	2023
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Heather Reddy	2023
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Stephen Tindall	2025
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Carmen Vasto	2025
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Pamela Yousey	2023
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Harding Representative (annual appointment)

5. ELECTION OF OFFICERS

Ms. Mancuso will requests nominations for the position of President of the Board of Education.

Nominated for President: _____

Nominated by: _____

Roll Call Vote

Ms. Mancuso requested nominations for the position of Vice President of the Board of Education.

Nominated for Vice President: _____

Nominated by: _____

Roll Call Vote

The newly elected president will assume the chair and continue the meeting.

6. REPORT OF THE BOARD PRESIDENT

7. OPEN TO THE PUBLIC

8. SUPERINTENDENT REPORT

9. ORGANIZATION APPOINTMENTS AND APPROVALS

Moved by _____, seconded by _____, at the recommendation of the superintendent, approve the following:

9.a

Approval of Board of Education Code of Ethics

Be it resolved that the Madison Board of Education accepts the New Jersey School Boards Association Board Member Code of Ethics as adopted at the May 10, 1975 Delegate assembly of the New Jersey School Board Association; and further that each Board member has read, understands and shall abide by same.

18A:12-24.1 Code of Ethics for School Board Members

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

a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall 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 that 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 that 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. 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 school.

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 the complaints at public meetings only after failure of an administrative solution.

L.2001,c.178,s.5

9.b

Schedule of Meetings

Approve the Annual Meeting Dates, in compliance with the Open Public Meetings Act, Chapter 231, Laws of New Jersey, 1975.

9.c

Conduct of Meeting

Robert's Rules of Order, Bylaw 0161, shall govern the Board of Education in its deliberations and acts in all cases in which it is not inconsistent with statutes of the State of New Jersey, 3 rules of the State Board of Education, or these bylaws.

9.d

Designation of Depositories and Authorization to Execute Warrants

Be it resolved, that the Madison Branch of Provident Bank be designated as depository for the Madison Board of Education General Account until the Board of Education determines by formal action otherwise. As such, the Treasurer of School Monies is hereby authorized and directed to maintain accounts for and on behalf of the Board of Education in said bank, and

further that the Treasurer of School Monies is authorized to endorse for deposit in said bank all warrants and checks received for account of this Board. All warrants for withdrawal of funds from the Board of Education General Account shall be signed jointly by the Board President or Vice President; and the Business Administrator/Board Secretary or her designee; and the Treasurer of School Monies; and

Further resolved, that Provident Bank be designated as the banking institution depository for the Madison Board of Education Interest Investment Savings Accounts; and

Further resolved, that the Business Administrator/Board Secretary or his/her designee are hereby authorized to transfer funds to and from these accounts and consolidate such as deemed appropriate on behalf of the Board of Education; and

Further resolved, that pursuant to the timelines established in the initial paragraph of this resolution, the Office Account of each public school shall be established at Provident Bank. All warrants for the withdrawal of funds from these accounts shall require two signatures as designated by the Business Administrator; and

Further resolved, that pursuant to the timelines established in the initial paragraph of this resolution, Provident Bank be and hereby are designated as the depository for the following accounts:

Activity Accounts	Board Office Accounts
Madison High School	Payroll Agency Accounts
Madison Junior School	Unemployment Checking Account
Central Avenue School	SUI Unemployment Checking Account
Kings Road School	General Fund Account
Torey J. Sabatini School	Flexible Spending Account
Athletic Fund Account	Payroll Holding Account
Payroll Account	

9.e Authorization for Secretary to Make Certain Payments

Be it resolved that the President or Vice President, and/or the Business Administrator/Board Secretary or his/her designee, and the Treasurer of School Monies, are hereby authorized and directed to execute warrants without further action of the part of the Board for payment, when due, including but not limited to the salaries and health benefits of all Board of Education personnel heretofore authorized and approved by the Board of Education, as well as other payments as deemed necessary by the Business Administrator/Board Secretary or his/her designee and to make such line-item transfers as necessary to conduct district business and execute payroll operation; and

Further, the Business Administrator/Board Secretary or his/her designee is hereby authorized and directed to make principal and interest payments on school bonds

9.f Investment of Funds

Authorize the Business Administrator to invest district funds as governed by appropriate laws.

9.g Official Newspapers

Approve the Madison Eagle and the Daily Record as official newspapers of the Board of Education, and the Star-Ledger as alternate.

9.h Board Secretary

Appoint Danielle Mancuso as Board Secretary.

9.i District Qualified Purchasing Agent

Whereas, 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

Whereas, 18A:18A-3 provides that contracts awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold may be awarded by the purchasing agent without advertising for bids when so authorized by a Board resolution, and

Whereas, 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by Board resolution,

Therefore, be resolved the Madison Board of Education pursuant to the statutes cited above hereby appoints Danielle Mancuso from January 1, 2023 to January 3, 2024 as its duly authorized qualified purchasing agent, duly assigned the authority, responsibility and accountability for the purchasing activity of the Madison Board of Education from this date through next organization meeting, and

Be it resolved, that Danielle Mancuso, is hereby authorized to award contracts on behalf of the Madison Board of Education that are in the aggregate less than 15% of the bid threshold without soliciting competitive quotations, and are hereby authorized to seek and award competitive quotations, when applicable and practicable, when contracts in the aggregate exceed 15% of the bid threshold but less than the bid threshold.

9.j Custodian of School Records

Appoint Danielle Mancuso as custodian of school records.

9.k Public Agency Compliance Officer

Appoint Danielle Mancuso as the public agency compliance officer (PACO)

9.l Treasurer of School Monies

Appoint John Griffin as the 2023-24 Treasurer of School Monies - \$6,000

9.m Permission to Use State Contracts

Approve the following item related to authorization of the procurement of goods and services through state agency:

Whereas, Title 18A:18A-10 provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may

purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property,” and

Whereas, the Madison School District has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Madison School District desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year,

Now Therefore Be It Resolved, that the Madison Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors

9.n

Payroll Deduction Services

Approve the use of the following payroll deduction services:

1.Services related to Tax-Sheltered Annuities/403(b) and 457(b) Plan

- A. AXA Equitable
- B. Security Benefit NEA Directinvest
- C. Lincoln Investment Planning
- D. MetLife
- E. Fidelity Investments
- F. VALIC
- G. Mass Mutual

2. Services related to Disability Insurance:

- A. Prudential NJEA Endorsed Disability Insurance Program
- B. AFLAC (American Family Life Assurance Company of Columbus) to offer voluntary paid supplemental insurance to all Madison school district full-time employees.
- C. Prudential New Jersey School Administrators Group Disability Insurance Program

3. Services related to Medical Care, Health Spending Accounts, Flexible Spending

Accounts, and Worker's Compensation:

- A. Delta Dental
- B. Ameriflex
- C. COBRA Compliance: OCA I Office of Compliant Administration
- D. Worker's Compensation: Inservco Insurance Services, Inc.
- E. Horizon Blue Cross Blue Shield

9.o

Section 504 Compliance

Appoint Dr. Frank Santora, Assistant Superintendent, as 504 Compliance Officer - no additional compensation.

9.p

Title IX Coordinator

Appoint Dr. Donna Gallo, Director of Curriculum and Instruction as Title IX Coordinator - no additional compensation.

9.q

District Grant Coordinators

Appoint the following as district grant coordinators:

1. IDEA – Dr. Frank Santora, Assistant Superintendent
2. SEMI – Dr. Frank Santora, Assistant Superintendent
3. ESSA – Dr. Donna Gallo, Director of Curriculum and Instruction

9.r

Affirmative Action Officer

Appoint Dr. Frank Santora, Assistant Superintendent, as Affirmative Action Officer - no additional compensation.

9.s

Policies, Curriculum, and Contracts

Approve all policies for the district heretofore adopted by the Madison Board of Education, as recorded in the official minute book, are adopted by this Board.

Approve the educational program/curriculum - including previously approved textbooks and materials be adopted by this Board.

Approve all employment agreements/contracts heretofore adopted by the Madison Board of Education are adopted by this Board.

9.t

Participation for Cooperative Purchasing

Approve that the Madison Board of Education participate with the following purchasing cooperatives:

1. Education Services Commission of Morris County--Ed-Data
2. Morris Union Jointure Commission
3. Education Services Commission of NJ
4. Monmouth-Ocean Educational Cooperative Pricing System- Alliance for Competitive Telecommunications (ACT)
5. Hunterdon Educational Services Commission
6. Morris County Cooperative Pricing Council
7. Alliance for Competitive Energy Savings (ACES)
8. Western States Contracting Alliance (WSCA)
9. Essex Regional Education Service Commission

9.u Travel and Related Expense Reimbursement

Approve the following item related to reimbursement for travel and related expenses:

Whereas, the Madison Board of Education recognizes that school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

Whereas, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

Whereas, travel and related expenses not in compliance with N.J.A.C. 6A:23A-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in

compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$75,000 for all staff and board members.

10. OPEN TO THE PUBLIC

11. HUMAN RESOURCES AGENDA - Discussion Items

12. HUMAN RESOURCES AGENDA - Action Items

12.a New Hires and Other Personnel Actions

Approve the attached list of new hires and other personnel actions.

[2023.01.03 New Hires and Other Personnel Actions.pdf](#)

13. EDUCATION AGENDA - Discussion Items

14. EDUCATION AGENDA - Action Items

Moved by _____, seconded by _____, at the recommendation of the superintendent, approve the following:

15. OPERATIONS AGENDA - Discussion Items

16. OPERATIONS AGENDA - Action Items

Moved by _____, seconded by _____, at the recommendation of the superintendent, approve the following:

17. OLD BUSINESS

18. NEW BUSINESS

19. OPEN TO THE PUBLIC

20. CLOSED EXECUTIVE SESSION (If Necessary)

Motion by _____, seconded by _____, the Madison Board of Education will adjourn into closed executive session to discuss the items that fall within an exception to our open public meetings policy. This permits the Board to have a private discussion on a topic or topics noted below, which fall within the specific exceptions contained in N.J.S.A. 10:4-12b.

Be it resolved that the Board will now enter into closed session to discuss confidential matters that fall within the scope of numbers _____. Any Board discussion that does not need to remain confidential will be made public as soon as is practical. Minutes of the closed session will not be disclosed until the need for confidentiality no longer exists. All individuals who may be discussed in closed session have been adequately notified.

Exceptions:

1. Federal Law, State Law, or Court Rule.
2. Individual privacy
3. Collective bargaining agreements

4. Purchase or lease of real property if public interest could be adversely affected
5. Investment of public funds if public interest could be adversely affected
6. Tactics or techniques utilized in protecting public safety and property
7. Pending or anticipated litigation
8. Attorney-client privilege
9. Personnel – employment matters affecting a specific prospective or current employee

21. RECONVENE TO PUBLIC SESSION

22. ADJOURNMENT