



BOARD OF EDUCATION MEETING SCHEDULE

Regular Meetings

January 19, 2021
February 16, 2021
March 9, 2021
March 16, 2021
April 20, 2021
April 27, 2021
May 11, 2021
June 1, 2021
June 15, 2021
July 20, 2021
August 17, 2021
August 24, 2021
September 14, 2021
October 12, 2021
November 16, 2021
December 14, 2021
January 4, 2022

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 4, 2022**

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

Location: The January 4, 2022 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. Masks will be required for anyone attending the meeting in person.

YouTube Live Link:

<https://youtu.be/tNJCrWJ5fCY>

Zoom Webinar Link:

You are invited to a Zoom webinar.

When: Jan 4, 2022 06:30 PM Eastern Time (US and Canada)

Topic: January 4, 2022 Board of Education Meeting

Please click the link below to join the webinar:

[https://us02web.zoom.us/j/81851865780?](https://us02web.zoom.us/j/81851865780?pwd=NWI6TXZS0pTOG9icVJMaVdTbDh0UT09)

[pwd=NWI6TXZS0pTOG9icVJMaVdTbDh0UT09](https://us02web.zoom.us/j/81851865780?pwd=NWI6TXZS0pTOG9icVJMaVdTbDh0UT09)

Passcode: n60mk5

Or One tap mobile :

US: +13017158592,,81851865780#,,, *768704# or

+13126266799,,81851865780#,,, *768704#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128

Webinar ID: 818 5186 5780

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 2, 2021 (Two, 3 Year Terms)

Sarah Fischer 2,448 votes
Grace Kim 2,457 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: Sarah Fischer and Grace Kim.

4. ROLL CALL

5. ELECTION OF OFFICERS

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

Nominated for President: _____

Nominated by: _____

Ms. Mancuso will request nominations for the position of Vice President of the Board of Education:

Nominated for Vice President: _____

Nominated by: _____

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

6. FLAG SALUTE/CALL TO ORDER

<u>Board Members</u>	<u>Term Expires</u>
John Regan	2022
Pamela Yousey	2023
Sarah Fischer	2024
David Irwin	2023
Grace Kim	2024
Heather Reddy	2023
Stephen Tindall	2022
Richard Bruno (Harding)	Annual Appointment

7. REPORT OF THE BOARD PRESIDENT

8. OPEN TO THE PUBLIC

9. SUPERINTENDENT REPORT

10. ORGANIZATION APPOINTMENTS AND APPROVALS

10.a Schedule of Meetings

Approve the Annual Meeting Dates, in compliance with the Open Public Meetings Act,

10.b Conduct of Meetings

Robert's Rules of Order, Bylaw 0164, 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, rules of the State Board of Education, or these bylaws.

10.c Designation of Depositories and Authorization of 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 Account
Madison Junior School	Unemployment Checking Account
Central Avenue School	SUI Unemployment Checking Account
Kings Road School	General Fund Account

Torey J. Sabatini Account	Flexible Spending Account
Athletic Fund Account	Payroll Holding Account
Payroll Account	

10.d 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.

10.e Investment of Funds

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

10.f Approval of Board of Education Code of Ethics

Be it resolved that the Madison Board of Education accepts the Code of Ethics for School Board Members; 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.

10.g Official Newspapers

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

10.h Ahera Consulting Services

Approve R & K Environmental, to provide Asbestos Safety Control Monitoring and Designated Person Services in accordance with federal and state regulations.

10.i Board Secretary

Appoint Danielle Mancuso as Board Secretary.

10.j 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, 2022 to January 4, 2023 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.

10.k Custodian of School Records

Appoint Danielle Mancuso as custodian of school records.

10.l Public Agency Compliance Officer

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

10.m Treasurer of School Monies

Appoint John Griffin as the 2021-2022 Treasurer of School Monies - \$6,000.

10.n 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.

10.o Payroll Deduction Services

Approve the use of the following payroll deduction services:

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

- 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.

10.p Section 504 Compliance

Appoint Frank Santora, Assistant Superintendent for Pupil Personnel Services, as 504 Compliance Office - no additional compensation.

10.q Title IX Coordinator

Appoint Daniel Ross, Assistant Superintendent for Curriculum, Instruction, and Personnel, as Title IX Coordinator - no additional compensation.

10.r District Grant Coordinators

Appoint the following as district grant coordinators:

- 1. IDEA – Frank Santora, Assistant Superintendent for Pupil Personnel Services
- 2. SEMI – Frank Santora, Assistant Superintendent for Pupil Personnel Services
- 3. ESEA/ESSER – Daniel Ross, Assistant Superintendent for Curriculum, Instruction, and Personnel

10.s Affirmative Action Officer

Appoint Daniel Ross, Assistant Superintendent of Curriculum, Instruction, and Personnel, as Affirmative Action Officer - no additional compensation.

10.t Integrated Pest Management

Approve John Eschmann, Director of Facilities, as the Integrated Pest Management (IPM) Coordinator - no additional compensation.

10.u 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.

10.v 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

10.w Prevention Specialists

Approve Prevention Specialists Inc., Oakhurst, NJ for drug and alcohol testing of bus drivers - annual fee \$250, plus fee per test in accordance with their 2022 testing schedule.

10.x Establish Committees/Representatives

1. Approve the establishment of committees:

- i. Education
- ii. Operations
- iii. Human Resources

- iv. Policy
- v. Shared Services

2. Approve district representative positions:

- i. MCESC Board of Directors (Morris County Educational Services Commission)
- ii. Delegate to MCSBA (Morris County School Boards Association)
- iii. Downtown Development Commission
- iv. Sustainability
- v. Recreation Department
- vi. Complete Streets
- vii. Emergency Preparedness

10.y 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.z Workplace Health and Safety Services

Approve R & K Environmental, 401 James Avenue, Phillipsburg, NJ to provide Right-to-Know training and related services at the attached rates.

11. HUMAN RESOURCES AGENDA - Discussion Items

12. HUMAN RESOURCES AGENDA - Action Items

12.a Non Aligned Contract

Approve the attached non-aligned contract.

[2022.01.04 Non-Aligned Staff Approvals.pdf](#)

[Taylor CONTRACT 2021-2022 - Facilities Foreman.pdf](#)

12.b New Hires and Other Personnel Actions

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

[2022.01.04 New Hires and Other Personnel Actions.pdf](#)

13. EDUCATION AGENDA - Discussion Items

14. EDUCATION AGENDA - Action Items

14.a Professional Development and District Travel

Approve the attached list of professional development and district travel.

[2022.01.04 Professional Development and District Travel.pdf](#)

15. OPERATIONS AGENDA - Discussion Items

16. OPERATIONS AGENDA - Action Items

17. OLD BUSINESS

18. NEW BUSINESS

19. OPEN TO THE PUBLIC

20. CLOSED EXECUTIVE SESSION (If Necessary)

Resolved: that the Board of Education move into closed executive session for the purpose of discussing personnel/legal issues. It is anticipated that the Board will be in closed session for _hour(s) and action may be taken in public session afterward. Discussion conducted in closed executive session shall be disclosed to the public to the extent that making such matters public shall not be inconsistent with the Open Public Meeting Act.

21. RECONVENE TO PUBLIC SESSION

22. ADJORNMENT