

**EDGEWATER BOARD OF EDUCATION
REORGANIZATION MEETING
AGENDA
JANUARY 6, 2022 7:30 PM**

REORGANIZATION OF BOARD

MS. KATHLEEN MARANO, INTERIM BOARD SECRETARY, CALLED THE MEETING TO ORDER:

| TRUSTEE | ATTENDANCE | TRUSTEE | ATTENDANCE |
|----------------|-------------------|---------------------|-------------------|
| Dr. Cella | | Mrs. Stefani-Rackow | |
| Ms. Harris | | Mrs. Klein | |
| Ms. Zamora | | | |

A. Open Public Meeting Act Statement:

Mrs. Klein read the following: “The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of bodies at which any business affecting their interests is discussed or acted upon. In accordance with this Act, a legal notice of this meeting has been posted on the official bulletin board at the school, Borough Hall, and sent to the Record and the Star Ledger.” Notice has been posted on the District website.

B. Pledge of Allegiance

C. Public Attendance:

| ADMINISTRATION | POSITION | ATTENDANCE |
|---------------------------|-------------------------|-------------------|
| Ms. Siobhan Tauchert | Superintendent | |
| Ms. Kathleen Marano | Interim Board Secretary | |
| Mr. Jeffrey Merlino, Esq. | Board Attorney | |
| Mr. Angelo DeSimone | State Monitor | |

OLD BUSINESS:

SWEAR IN NEWLY ELECTED BOARD MEMBERS – Board Secretary to swear in Sandy Klein, Cristina Stefani-Rackow and Monica Zamora

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1. RESOLUTION OF SCHOOL BOARD ELECTION RESULTS

RESOLVED, that the Edgewater Board of Education affirms the Voter Election official results of the November 2, 2021 for the Board of Education members as follows:

| | | |
|-------------------------|-------------|-----------------|
| Sandy Klein | 3 year term | 919 Total Votes |
| Cristina Stefani-Rackow | 3 year term | 614 Total Votes |
| Monica Zamora | 1 year term | 901 Total Votes |

BE IT FURTHER RESOLVED, that the Edgewater Public question is affirmed for the proposal to better serve the community by having a greater and more diverse group of representatives, should the Edgewater School District Board of Education be increased from five (5) members to seven (7) members.

Motion: _____, 2nd: _____

ROLL CALL

Dr. Cella _____ Ms. Harris _____ Ms. Zamora _____ Mrs. Stefani-Rackow _____ Mrs. Klein _____

ACTION OF THE BOARD _____

2. ELECTION OF THE PRESIDENT:

The Board Secretary calls for **nominations for President** of the Board of Education for calendar year 2022:

Nomination: _____

Nominated by: _____

The Board Secretary calls for any other nominations.

Motion to close the nominations for President of the Board of Education:

On Motion by _____, second by _____

ROLL CALL

Dr. Cella _____ Ms. Harris _____ Ms. Zamora _____ Mrs. Stefani-Rackow _____ Mrs. Klein _____

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3. MOTION TO APPOINT BOARD PRESIDENT:

Motion to appoint _____ President of the Board of Education for calendar year 2022.

On Motion by _____, second by _____

ROLL CALL

Dr. Cella ____ Ms. Harris ____ Ms. Zamora ____ Mrs. Stefani-Rackow ____ Mrs. Klein ____

Relinquishment of chair by the Board Secretary to the newly elected Board President

4. ELECTION OF THE VICE PRESIDENT

The President _____ calls for nominations for Vice President of the Board of Education:

Nominations: _____

Nominated by: _____

The President calls for any other nominations.

Motion to close the nominations for Vice President of the Board of Education:

On Motion by _____, second by _____

ROLL CALL

Dr. Cella ____ Ms. Harris ____ Ms. Zamora ____ Mrs. Stefani-Rackow ____ Mrs. Klein ____

5. MOTION TO APPOINT BOARD VICE PRESIDENT

Motion to appoint _____ Vice President of the Board of Education for calendar year 2022:

On Motion by _____, second by _____

ROLL CALL

Dr. Cella ____ Ms. Harris ____ Ms. Zamora ____ Mrs. Stefani-Rackow ____ Mrs. Klein ____

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6. BOARD MEMBERS

The calendar year 2022 Edgewater Board of Education Board Members and Term

| <u>Board Member</u> | <u>Expiration of Term</u> |
|-------------------------|---------------------------|
| Monica Zamora | 2022 |
| Tamara Cella | 2023 |
| Khalli Harris | 2023 |
| Sandy Klein | 2024 |
| Cristina Stefani-Rackow | 2024 |

On Motion by _____, second by _____
Discussion: _____

ROLL CALL

Dr. Cella ____ Ms. Harris ____ Ms. Zamora ____ Mrs. Stefani-Rackow ____ Mrs. Klein ____

7. BOARD MEMBER CODE OF ETHICS

BE IT RESOLVED, that the Board of Education adopted the Board Member Code of Ethics, as adopted May 10, 1975 by the Delegate Assembly, New Jersey School Boards Association, as follows:

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children, regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policymaking, 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.
4. 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.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
6. I will refuse to surrender my independent judgement to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. 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 schools.

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8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. 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.

On Motion by _____, second by _____
Discussion: _____

ROLL CALL

Dr. Cella ____ Ms. Harris ____ Ms. Zamora ____ Mrs. Stefani-Rackow ____ Mrs. Klein ____

8. COMMITTEES

The Board President appointed the following committees:

Board Committees

1. **Negotiations Committee:**
2. **Curriculum Committee:**
3. **Building and Grounds:**
4. **Diversity, Equity, and Inclusivity Committee:**
9. **Motion to Authorize to Appoint the following:**

Nominations for Representative to the Leonia Board of Education:

Nominations for NJ School Boards Association Delegate:

Nominations for NJ School Boards Association Alternate Delegate:

Nominations to Bergen County School Boards Delegate:

Nominations to Bergen County School Boards Alternate Delegate:

On Motion by _____, second by _____
Discussion: _____

ROLL CALL

Dr. Cella ____ Ms. Harris ____ Ms. Zamora ____ Mrs. Stefani-Rackow ____ Mrs. Klein ____

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REORGANIZATION RESOLUTIONS

10. POLICIES, RULES AND REGULATIONS

RESOLVED, by the Edgewater Board of Education, that the current Policy Manual and Curriculum Guide, including Mandated Programs and 5 Year Curriculum Schedule, be approved and adopted; and

11. SCHEDULE OF BOARD MEETINGS

RESOLVED, by the Edgewater Board of Education that the work sessions and regular meetings of the Board be held on the below listed dates; and

BE IT FURTHER RESOLVED, that the work session commence at 6:30 PM and that the regular meeting commence at 7:30 PM; and

BE IT FURTHER RESOLVED, that a notice to that effect be inserted in the official newspaper of the Edgewater Board of Education in compliance with the Open Public Meetings Act of 1975.

Exhibit A

EDGEWATER BOARD OF EDUCATION
EDGEWATER, NJ

| <u>Day and Date</u> | <u>Type of Meeting</u> | <u>Location</u> | <u>Time</u> |
|---------------------|------------------------|---------------------------|-------------|
| January 20, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| February 10, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| March 10, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| April 7, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| April 28, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| May 12, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |

**EDGEWATER BOARD OF EDUCATION
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MINUTES
JANUARY 7, 2022**

REORGANIZATION RESOLUTIONS (cont'd.)

| <u>Day and Date</u> | <u>Type of Meeting</u> | <u>Location</u> | <u>Time</u> |
|---------------------|------------------------|---------------------------|-------------|
| June 16, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| August 11, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| September 15, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| October 13, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| November 17, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| December 8, 2022 | Public Work Session | Eleanor Van Gelder School | 6:30 p.m. |
| | Public Meeting | Eleanor Van Gelder School | 7:30 p.m. |
| January 5, 2023 | Reorganization Meeting | Eleanor Van Gelder School | 7:30 p.m. |

*Please visit <https://www.edgewaterschools.org> (Edgewater School District Site under Events) to ensure meeting dates and/or times have not been cancelled and/or rescheduled.

12. OFFICIAL NEWSPAPERS

RESOLVED, by the Edgewater Board of Education, that The Record be designated as the official newspaper for the placement of all legal advertisements for the Edgewater Board of Education for the fiscal year 2022 school year; and

BE IT FURTHER RESOLVED, that the Edgewater Residential and the Star-Ledger be designated as supplemental newspapers; and

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REORGANIZATION RESOLUTIONS

13. BUSINESS CONDUCT

RESOLVED, by the Edgewater Board of Education to approve the Parliamentary Procedures – Roberts Rules of Order for Fiscal Year 2022 School Year.

Motion: _____, 2nd: _____

ROLL CALL

Dr. Cella _____ Ms. Harris _____ Ms. Zamora _____ Mrs. Stefani-Rackow _____ Mrs. Klein _____

ACTION OF THE BOARD _____

14. OPERATIONAL ITEMS

- 10. **RESOLVED**, by the Edgewater Board of Education, that Anthony P. Sciarrillo, Esq. be appointed as the Board's Attorney, from the firm and contract of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC (“Sciarrillo”) for the Fiscal 2022 school year at an hourly rate of \$170.00 per hour; and
- 20. **RESOLVED**, by the Edgewater Board of Education, to approve the use of the Uniform Chart of Accounts for New Jersey Public Schools; and
- 30. **RESOLVED**, by the Edgewater Board of Education, to authorize the Business Administrator/Board Secretary to approve the payment of Bills and Claims between Board Meetings; and
- 40. **Resolution Increasing the Bid Threshold – Qualified Purchasing Agent**

WHEREAS, the Edgewater Board of Education, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount to \$44,000 for school districts with a Qualified Purchasing Agent, for fiscal year 2022;

NOW, THEREFORE BE IT RESOLVED the Edgewater Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, established and sets the bid threshold amount of \$44,000 for the Board of Education and further authorizes Kathleen Marano, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount; and

- 50. **RESOLVED**, by the Edgewater Board of Education, that the Business Administrator/Board Secretary be appointed as Public Agency Compliance Officer for the Edgewater School District for the Fiscal 2022 school year; and

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REORGANIZATION RESOLUTIONS

14. **OPERATIONAL ITEMS** - continued
60. **RESOLVED**, by the Edgewater Board of Education, that Dr. Javed Islam, M.D. M.S., from PromptMd Urgent Care School Services in Edgewater, NJ be appointed as the school's physician for the Fiscal 2022 school year at an annual fee of \$3,600.00; and
70. **RESOLVED**, by the Edgewater Board of Education, to appoint Joseph Tramutolo as the Affirmative Action Officer for the Fiscal 2022 School Year.
80. **RESOLVED**, by the Edgewater Board of Education, to appoint Joseph Tramutolo as the 504 Officer for the George Washington and Eleanor Van Gelder Schools for the 2022 Fiscal School Year; and
90. **RESOLVED**, by the Edgewater Board of Education, to appoint Patricia DeSanto as the HIB Specialist at the George Washington School for the 2022 Fiscal School Year; and
100. **RESOLVED**, by the Edgewater Board of Education, to appoint Billy Cunningham as the HIB Coordinator for the Fiscal 2022 School Year; and
110. **RESOLVED**, by the Edgewater Board of Education, to approve OMNI as third party administrator for the Fiscal 2022 School Year; for maintaining the 403 (b) Retirement Plan and the 457 Plan; and
120. **RESOLVED**, by the Edgewater Board of Education, to approve Prudential Insurance Company of America and Aflac as Voluntary Disability Providers for the Fiscal 2022 School Year; for employees to voluntarily participate via payroll deductions; and
130. **RESOLVED**, by the Edgewater Board of Education, that CBIZ Insurance Services, Inc. of New Providence, NJ be appointed as Insurance Broker of Record for Property Casualty and Workers Comp. Insurance for the Fiscal 2022 School Year; and
140. **RESOLVED**, by the Edgewater Board of Education, to appoint New Wave Consultants, Inc. of Lincoln Park, NJ to provide mandatory environmental safety services under PEOSHA for fiscal year 2022 at an annual cost of \$3,600.00, Testing Lead in Drinking Water at a cost of \$350.00 per school and Lab Analysis at a cost of \$50.00 per sample; and
150. **RESOLVED**, by the Edgewater Board of Education to appoint Richard Gannon as the Integrated Pest Management Coordinator for the Fiscal 2022 school year; and

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REORGANIZATION RESOLUTIONS

14. OPERATIONAL ITEMS - continued

160. **RESOLVED**, by the Edgewater Board of Education to appoint Richard Gannon as the Right To Know Officer for the Fiscal 2022 school year; and
170. **RESOLVED**, by the Edgewater Board of Education to appoint the Richard Gannon as AHERA Coordinator for the Fiscal 2022 school year; and
180. **RESOLVED**, by the Edgewater Board of Education, that the Business Administrator/Board Secretary be authorized to establish a petty cash fund from July 1, 2021 through June 30, 2022, in the amount of \$300.00 for Eleanor Van Gelder School and \$300.00 for George Washington School; each maximum single Petty Cash expenditure of \$20 not to be exceeded without prior approval of Chief School Administrator or Principal; and
190. **RESOLVED**, by the Edgewater Board of Education, that TD Bank be designated as the official depositories of school monies and other funds of this District; and

BE IT FURTHER RESOLVED, that the Bank be authorized to honor warrants drawn upon the funds of the Edgewater Board of Education and that the following warrant signatures be approved:

General Operating Account – (2) Board President, Board Secretary
Payroll/Payroll Agency Account – (2) Board President, Board Secretary
Food Service Account – (2) Board President, Board Secretary
Capital Projects Fund – (2) Board President, Board Secretary
EVG Student Activity Account – (2) Board Secretary, Principal
GW Student Activity Account – (2) Board Secretary, Principal
Pre-K Tuition - (2) Board President, Board Secretary

BE IT FURTHER RESOLVED, in the absence of any one of these persons, the Chief School Administrator's signature is authorized as an alternate to sign warrants; and

200. **RESOLVED**, by the Edgewater Board of Education, that the Business Administrator be authorized to invest monies, which may be in hand, in obligations of the United States of America or any other bond or obligations as listed in N.J.S.A. 18A:20-37; and

BE IT FURTHER RESOLVED, that written notification be made promptly of any change in said authorized personnel; and

BE IT FURTHER RESOLVED, that TD Bank, the official depositories of the Edgewater Board of Education, be designated as the agent through whom said bonds and obligations are to be purchased and sold; and

BE IT FURTHER RESOLVED, that said agent directly receive and hold said bonds and obligations for safekeeping; and

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REORGANIZATION RESOLUTIONS

14. OPERATIONAL ITEMS - continued

- 210. **RESOLVED**, by the Edgewater Board of Education to adopt the School Curriculum and Textbooks for fiscal year 2022 School Year; and
- 220. **RESOLVED**, that Mr. Thomas Bauernschmidt from TB Investigators LLC be appointed as the Residency Officer for the Edgewater School District for the Fiscal 2022 school year at an hourly rate of \$100.00 capped at an annual cost of \$5,000.00
- 230. **RESOLVED**, by the Edgewater Board of Education to appoint Joseph Tramutolo as the ADA Officer for the Fiscal 2022 School Year; and
- 240. **RESOLVED**, by the Edgewater Board of Education to appoint Patricia DeSanto as the Homeless Liaison for the Fiscal 2022 School Year; and
- 250. **RESOLVED**, by the Edgewater Board of Education to appoint Yvonne Smogard as the Substance Awareness Coordinator for the Fiscal 2022 School Year; and
- 260. **RESOLVED**, by the Edgewater Board of Education to appoint Richard Gannon as the Indoor Air Quality Designee for the Fiscal 2022 School Year; and
- 270. **RESOLVED**, by the Edgewater Board of Education to appoint Richard Gannon as the Chemical Hygiene Officer for the Fiscal 2022 School Year; and
- 280. **RESOLVED**, by the Edgewater Board of Education to appoint Kathleen Marano, Interim Business Administrator/Board Secretary as the Custodian of Records (OPRA) for the Fiscal 2022 School Year; and

BE IT FURTHER RESOLVED, by the Edgewater Board of Education hereby establishes the following fee schedule for the reproduction of official Board Minutes and other public documents:

Letter Size Pages: \$0.05 per page plus postage (if applicable)
Legal Size Pages: \$0.07 per page plus postage (if applicable)
Other Materials (CD, DVD, etc.): actual cost of material plus postage (if applicable)
Documents provided electronically (fax, email): no charge.

Motion: _____, 2nd: _____

Discussion:

ROLL CALL

Dr. Cella _____ Ms. Harris _____ Ms. Zamora _____ Mrs. Stefani-Rackow _____ Mrs. Klein _____

ACTION OF THE BOARD _____

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15. NEW BUSINESS

1NB. **RESOLVED**, that, upon the recommendation of the Chief School Administrator, the Edgewater Board of Education, approve the resignation of Allison Morgan as Guidance Counselor, effective January 7, 2022.

2NB. **RESOLVED**, that, upon the recommendation of the Chief School Administrator, the Edgewater Board of Education, approve the termination of employee Id #84665751 effective December 16, 2021.

Motion: _____, 2nd: _____

Discussion:

ROLL CALL

Dr. Cella _____ Ms. Harris _____ Ms. Zamora _____ Mrs. Stefani-Rackow _____ Mrs. Klein _____

ACTION OF THE BOARD _____

ADJOURNMENT – Reorganization Meeting

Motion: _____, 2nd: _____

ROLL CALL

Dr. Cella _____ Ms. Harris _____ Ms. Zamora _____ Mrs. Stefani-Rackow _____ Mrs. Klein _____

ACTION OF THE BOARD _____