

I CALL TO ORDER BY BOARD PRESIDENT

The organization meeting of the Old Bridge Township Board of Education was held on January 3, 2019 and was called to order at 7:07 p.m..

II STATEMENT OF ADEQUATE NOTICE BY BOARD PRESIDENT

Pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-10, adequate notice of this meeting has been provided by advertising such notice in the Home News Tribune, the Asbury Park Press, the Board office, the schools, and on Cablevision Channel 118 and Verizon Fios Channel 24, and by filing such notice with the Township Clerk.

This meeting was scheduled for **Thursday, January 3, 2019**. The Board will take formal action on **agenda items**.

III STATEMENT REGARDING RECORDING OF MEETINGS BY BOARD SECRETARY

The Old Bridge Township Board of Education acknowledges that the law of this state establishes that members of the public, including members of the board, have the right to record public board meetings, using audio or video recording devices, provided that the act of recording does not interfere with the business of this public board meeting. Therefore, the board makes it known that any such recording is to be considered the private recording of the individual and in no manner represents the official record of this board. The Board, therefore, takes no responsibility for such private recording and completely disavows any future use.

IV ROLL CALL BY BOARD SECRETARY

	Present	Absent
Cali, Jill	√	
DeCaro, Jill	√	
DiPrima, Salvatore	√	
Dynof, Jeffrey		√
Lent, Lisa	√	
Reed, Walter	√	
Singh, Balwinder	√	
Sulikowski, Matt	√	
Dunn, Richard	√	

<i>Also Present:</i>		
David Cittadino	Superintendent	√
Kathleen Hoeker, Ed.D.	Asst. Superintendent	√
Scott Cascone, Ed.D.	Executive Director of Academics	√
Joseph J. Marra	SBA / Board Secretary	√
Rosanne Moran	Director of Technology	--
James Tuohy, Ed.D.	Director of Special Services	--
Anahita Keiller	Director of Arts & Cultures	√
Chris Parton	Board Counsel	√

V PLEDGE OF ALLEGIANCE

VI SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY ASSUMES CHAIR.

Reading of the **Top 3 Vote Getters:**

3-year term:

Salvatore DiPrima
 Kelly Ellis-Foster
 Richard Dunn

Official Results:

- 10,083
 - 9,771
 - 7,230

VII SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY ADMINISTERS OATH OF OFFICE TO NEW BOARD MEMBERS

I _____, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the governments established in the United States and this State, under the authority of the people (so help me God).

I _____, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, that I am not disqualified as a voter pursuant to law or disqualified from membership due to conviction of any crime or offense as listed by law, and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability (so help me God).

**No individual shall be required to swear or affirm that part of the oaths which states "so help me God."*

VIII ROLL CALL

Roll Call:	Yes	No
Cali, Jill	√	
DeCaro, Jill	√	
DiPrima, Sal	√	
Dunn, Richard	√	
Ellis-Foster, Kelly	√	
Lent, Lisa	√	
Reed, Walter	√	
Singh, Balwinder	√	
Sulikowski, Matthew	√	

IX HEARING OF RESIDENTS (Agenda Items Only)

X District Policy – Bylaw 0152- BOARD OFFICERS

The Board of Education shall organize by electing one of its members as President and another as Vice President. This election shall take place at the annual Reorganization Meeting, pursuant to N.J.S.A. 18A:15-1.

The procedures for the election of Board Officers shall be as follows.

Board President:

- 1 At the annual Reorganization Meeting, the Board Secretary, serving as interim chair, shall call for nominations for Board President.
- 2 Any member may place a member’s name in nomination.
- 3 A second is not required for the nomination of a candidate for President.
- 4 A member who has been nominated may decline the nomination.
- 5 The Board Secretary and Board Attorney shall record the names of all nominees for Board President.
- 6 When Board members have been given an opportunity to make nominations for Board President, the Board Secretary shall close the nominations.
- 7 The Board Secretary shall then conduct a roll call vote on nominees in the order in which they were nominated. Nominees who have declined nomination shall not be included in the roll call.
- 8 A Board member may only vote in support of one candidate.
- 9 The first candidate to receive votes from a simple majority of the Board members present, will be elected to office, and the Board President election process shall conclude, with no further roll calls.
- 10 In the event of a tie between two or more nominees, a second “run-off” election shall be conducted between the candidates receiving the highest number of votes.
- 11 In the event of a such a tie, the Board Secretary shall conduct the “run-off” election via roll call, in which each Board member may only vote in favor of one of the remaining candidates.

Board Vice President:

- 1 After the President is elected and assumes chairmanship of the meeting, the President shall call for nominations for Vice President.
- 2 Any member may place a member’s name in nomination.
- 3 A second is not required for the nomination of a candidate for Vice President.
- 4 A member who has been nominated may decline the nomination.
- 5 The Board Secretary and Board Attorney shall record the names of all nominees for Vice President.
- 6 When Board members have been given an opportunity to make nominations for Vice President, the Board President shall close the nominations.
- 7 The Board President shall then conduct a roll call vote on nominees in the order in which they were nominated. Nominees who have declined nomination shall not be included in the roll call.
- 8 A Board member may only vote in support of one candidate.
- 9 The first candidate to receive votes from a simple majority of the Board members present, will be elected to office, and the Board Vice President election process shall conclude, with no further roll calls.
- 10 In the event of a tie between two or more nominees, a second “run-off” election shall be conducted between the candidates receiving the highest number of votes.
- 11 In the event of a such a tie, the Board Secretary shall conduct the “run-off” election via roll call, in which each Board member may only vote in favor of one of the remaining candidates.

Officers shall serve for one year and until their respective successors are elected and shall qualify, but if the Board shall fail to hold the Reorganization Meeting or to elect Board officers as prescribed in N.J.S.A. 18A:15-1, the Executive County Superintendent shall appoint from among the members of the Board a President and/or Vice President.

A President or Vice President who refuses to perform the duties imposed upon him/her by law and by the Bylaws of the Old Bridge Board of Education may be removed by a majority vote of all of the members of the Board. In the event the office of President or Vice President shall become vacant, the Board shall, within thirty (30) days thereafter, fill the vacancy for the unexpired term. If the Board fails to fill the vacancy within such time, the Executive County Superintendent shall fill the vacancy for the unexpired term.

In the event of a vacancy in the position of Board President, the Vice President shall act in the capacity of President until a new President is duly elected by the full membership of the Board or appointed by the Executive County Superintendent as set forth above. The Vice President shall not have an automatic right of succession in the event of a vacancy in the office of Board President.

<u>N.J.S.A.</u> 18A:15-1, President and Vice President	Adopted: 29 April 1999
<u>N.J.A.C.</u> 18A:15-2, Removal of President or Vice President	Revised: 27 June 2000, 26 August 2008,
<u>See Bylaw 0171</u> , Duties of President and Vice President	17 December 2013, 20 September 2018

XI NOMINATIONS AND VOTING

Mr. Marra opened the nominations for Board President
 Mr. Sulikowski nominated Mrs. Cali for President
 Mr. Singh nominated Mr. DiPrima for President
 No other nominations were presented.

A **President**

MRS. CALI FOR PRESIDENT				MR. DIPRIMA FOR PRESIDENT			
Roll Call Vote:	Yes	No	Abstain	Roll Call Vote:	Yes	No	Abstain
Cali, Jill	√			Cali, Jill			
DeCaro, Jill	√			DeCaro, Jill			
DiPrima, Sal		√		DiPrima, Sal			
Dunn, Richard	√			Dunn, Richard			
Ellis-Foster, Kelly	√			Ellis-Foster, Kelly			
Lent, Lisa	√			Lent, Lisa			
Reed, Walter		√		Reed, Walter			
Singh, Balwinder		√		Singh, Balwinder			
Sulikowski, Matt	√			Sulikowski, Matt			
TOTAL COUNT	√			TOTAL COUNT			

Mrs. Jill Cali was elected President of the Board of Education

Mrs. Cali assumes Chair and opened nominations for Board Vice President
 Mr. Sulikowski nominated Ms. Lent for Vice President
 Mr. Dunn nominated Mrs. Ellis-Foster for Vice President
 No other nominations were presented.

B Vice President

MS. LENT FOR VICE PRESIDENT				MRS. ELLIS-FOSTER FOR VICE PRESIDENT			
Roll Call Vote:	Yes	No	Abstain	Roll Call Vote:	Yes	No	Abstain
Cali, Jill			√	Cali, Jill	√		
DeCaro, Jill		√		DeCaro, Jill	√		
DiPrima, Sal		√		DiPrima, Sal	√		
Dunn, Richard		√		Dunn, Richard	√		
Ellis-Foster, Kelly			√	Ellis-Foster, Kelly	√		
Lent, Lisa	√			Lent, Lisa			abstain
Reed, Walter		√		Reed, Walter	√		
Singh, Balwinder	√			Singh, Balwinder			abstain
Sulikowski, Matt	√			Sulikowski, Matt		√	
TOTAL COUNT	3	4		TOTAL COUNT	6	1	

Mrs. Ellis-Foster was elected Vice President of the Board of Education.

XII FINANCE

1 Move the Board adopt the following resolution:

BE IT RESOLVED that Joseph J. Marra, School Business Administrator/Board Secretary of the Board of Education, Township of Old Bridge, Middlesex County, NJ, is hereby authorized to invest Board of Education moneys in accordance with Board policy.

2 Move the Board adopt the following resolution:

BE IT RESOLVED that the Amboy National Bank continue to be the official depository for the following accounts:

- Old Bridge Twp. Board of Education General Operating Account
- Old Bridge Twp. Board of Education Payroll Account
- Old Bridge Twp. Board of Education Payroll Escrow Account
- Old Bridge Twp. Board of Education Unemployment Benefits Account
- Old Bridge H.S. Student Activities Account
- Old Bridge Twp. Elementary Schools Student Activities Account
- Old Bridge Twp. Board of Education Project Graduation Account
- Old Bridge High School Athletic Fund Account
- Carl Sandburg M.S. Athletic Fund Account
- Carl Sandburg M.S. Student Activities Account
- Jonas Salk M.S. Athletic Fund Account
- Jonas Salk M.S. Student Activities Account

THEREFORE BE IT RESOLVED THAT checks drawn on the above listed accounts be signed by those persons designated, and

BE IT FURTHER RESOLVED that in the event of disability or absence for any just reason of any of the primary signators, the following persons be approved as substitute signators:

Signators/Co-Signators	Substitute Signators
Old Bridge Twp. Board of Education General Operating Account	
Joseph J. Marra, School Business Administrator President – _____ Himanshu Shah, Treasurer	David Cittadino, Superintendent Vice President – _____
Old Bridge Twp. Board of Education Payroll Account	
Himanshu Shah, Treasurer	
Old Bridge Twp. Board of Education Payroll Escrow Account	
Joseph J. Marra, School Business Admin.	David Cittadino, Superintendent
Old Bridge Twp. Board of Education Unemployment Benefits Account	
Joseph J. Marra, School Business Admin.	David Cittadino, Superintendent
Old Bridge Twp. Board of Education Project Graduation Account	
Joseph J. Marra, School Business Admin.	David Cittadino, Superintendent
Old Bridge High School Student Activities Account	
Vincent Sasso, Principal – OBHS Main Timothy Dolan, Principal – GNC	Rich Masarik, Vice Principal James Oliveri, Vice Principal Sally Fazio, Vice Principal
Old Bridge Twp. Elementary Schools Student Activities Account	
David Cittadino, Superintendent Joseph A. Marra, School Business Admin.	

Old Bridge High School Athletic Fund Account	
Vincent Sasso, Principal Timothy Dolan, Principal GNC	Daniel DiMino, Athletic Director Rich Masarik, Vice Principal James Oliveri, Vice Principal Sally Fazio, Vice Principal
Carl Sandburg M.S. Athletic Fund Account	
Martha Simon, Principal	Kenneth Londregan, Vice Principal Evangelia Ziemba, Vice Principal
Carl Sandburg M.S. Student Activities Account	
Martha Simon, Principal	Kenneth Londregan, Vice Principal Evangelia Ziemba, Vice Principal
Jonas Salk M.S. Athletic Fund Account	
William Rezes, Principal	Deirdre Kubicke, Vice Principal Jason Lynch, Vice Principal
Jonas Salk M.S. Student Activities Account	
William Rezes, Principal	Deirdre Kubicke, Vice Principal Jason Lynch, Vice Principal

3 Move the Board adopt the following resolution:

BE IT RESOLVED that the Old Bridge Township Board of Education authorize the continued use of a check signature machine, and that the President, Jill Cali, Secretary, Joseph J. Marra, and Treasurer of School Moneys, Himanshu Shah, be authorized to hold and use signature plates adaptable to the machine, and

BE IT FURTHER RESOLVED that the Amboy National Bank be notified to accept check signing in this manner.

Finance Resolutions 1, 2 & 3			
Motion:	DUNN	Second:	DECARO
Roll Call Vote:	Yes	No	Abstain / Pass
DeCaro, Jill	√		
DiPrima, Sal	√		
Dunn, Richard	√		
Ellis-Foster, Kelly	√		
Lent, Lisa	√		
Reed, Walter	√		
Singh, Balwinder	√		
Sulikowski, Matthew	√		
Cali, Jill	√		
RESOLUTIONS PASSED:	9	0	

XIII SUPPLIES, EQUIPMENT AND SERVICES

1 Move the Board adopt the following resolution:

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, that do not exceed the aggregate in a contract year of the bid threshold (Currently \$40,000), may be awarded by the Board Secretary without advertising for bids when so authorized by board resolution, and

WHEREAS, 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently \$6,000) may be awarded by the Board Secretary without soliciting competitive quotations if so authorized by board resolution.

WHEREAS, Joseph Marra possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.

RESOLVED, that the governing body hereby appoints Joseph Marra as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, from January 1, 2019 through June 30, 2019, Joseph J. Marra is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Old Bridge Board of Education when contracts in the aggregate exceed 15% of the bid threshold (Currently \$6,000) but are less than the bid threshold of \$40,000 and make purchases via State contracts: and be it further

RESOLVED, that from January 1, 2019 through June 30, 2019, Joseph J. Marra is hereby authorized to award contracts on behalf of the Old Bridge Board of Education that are in aggregate less than 15% of the bid threshold (Currently \$6,000) without soliciting competitive quotations.

2 Move the Board designate Joseph J. Marra, School Business Administrator/Board Secretary as the Public Agency Compliance Officer (P.A.C.O.) in accordance with NJAC 17:27-3.3. and NJSA 10:5-36 (f) effective January 1, 2019 through December 31, 2019.

Supplies, Equipment & Services Resolutions 1 and 2			
Motion:	ELLIS-FOSTER	Second:	DECARO
Roll Call Vote:	Yes	No	Abstain / Pass
DeCaro, Jill	√		
DiPrima, Sal	√		
Dunn, Richard	√		
Ellis-Foster, Kelly	√		
Lent, Lisa	√		
Reed, Walter	√		
Singh, Balwinder	√		
Sulikowski, Matthew	√		
Cali, Jill	√		
RESOLUTIONS PASSED:	9	0	

XIV BOARD SECRETARY AND BOARD BUSINESS

- 1 Move the Board acknowledge receipt of the Code of Ethics by each School Board Members, the reading thereof by the School Business Administrator and subsequent discussion thereof.

In accordance with N.J.S.A 18A:12-24.1 every Board member will abide by the following Code of Ethics. The Board member will:

1. 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.
2. Make decisions in terms of the educational welfare of children and 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.
3. Confine his/her Board action to policy making, planning and appraisal, and help to frame policies and plans only after the Board has consulted those who will be affected by them.
4. Carry out his/her responsibility not to administer the schools, but together with fellow Board members, insure they are well run.
5. Recognize that authority rests with the Board of Education and make no personal promises nor take any private action that may compromise the Board.
6. Refuse to surrender his/her independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. Hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. In all other matters, he/she will provide accurate information and, in concert with fellow Board members, interpret to the staff the aspirations of the community for its school.
8. Vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. Support and protect school personnel in proper performance of their duties.
10. Refer all complaints to the chief administrative officer and act on the complaints at public meetings only after failure of an administrative solution.

- 2 Move the Board of Education approve the proposed Annual Schedule of Meetings for calendar year 2019 as follows:

Mtg / Location <i>(Unless otherwise noted)</i>	AGENDA SESSION Admin Bldg. Conference Room	REGULAR MEETING OBHS Main TV Studio
JAN 2019	TUESDAY, JAN 15	ORGANIZATION MTG. THURSDAY, JAN 3rd ***** TUESDAY, JAN 22
FEB 2019	TUESDAY, FEB 12	TUESDAY, FEB 19
MAR 2019	TUESDAY, MAR 12	TUESDAY, MAR 19 Adoption of Tentative Budget estimated
APR 2019	TUESDAY, APR 9	TUESDAY, APR 16
MAY 2019	TUESDAY, MAY 14	THURSDAY, MAY 2 @7:00 PM TENTATIVE DATE - PUBLIC HEARING WINDOW (April 24th to May 7 th) ***** TUESDAY, MAY 21 O.B.H.S. – Main Auditorium
JUN 2019	TUESDAY, JUN 18	THURSDAY, JUN 27
AUG 2019	TUESDAY, AUG 20	TUESDAY, AUG 27
SEP 2019	TUESDAY, SEP 10	TUESDAY, SEP 17
OCT 2019	TUESDAY, OCT. 15	TUESDAY, OCT 22
NOV 2019	THURSDAY, NOV 14	TUESDAY, NOV 19
DEC 2019	TUESDAY, DEC 10	TUESDAY, DEC 17 @ 7:00 PM OBHS Main – TV AUDITORIUM

* *Subject to change – pending County approval.
All meetings to commence at 7:30 p.m. unless otherwise noted.*

Board Secretary & Board Business			
Resolutions 1 and 2			
Motion: DUNN	Second: DECARO		
Roll Call Vote:	Yes	No	Abstain / Pass
DeCaro, Jill	√		
DiPrima, Sal	√		
Dunn, Richard	√		
Ellis-Foster, Kelly	√		
Lent, Lisa	√		
Reed, Walter	√		
Singh, Balwinder	√		
Sulikowski, Matthew	√		
Cali, Jill	√		
RESOLUTIONS PASSED:	9	0	

HEARING OF RESIDENTS (Any school district issue)

The meeting was open to the hearing of residents. That portion of the meeting was closed.

Upon motion duly made by DeCaro and seconded by Reed, the board unanimously voted to adjourn. (7:33 pm)

Respectfully submitted,

Joseph J. Marra
School Business Administrator/ Board Secretary

Certified as to legality only
Chris Parton, Esq.