

A G E N D A

REORGANIZATION MEETING

MARLBORO TOWNSHIP BOARD OF EDUCATION ADMINISTRATION BUILDING

JANUARY 8, 2019 – 7:00 P.M.

CALL TO ORDER

Mrs. Barr-Rague will call the Reorganization Meeting to order.

SUNSHINE LAW

Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P. L. 1975 (Sunshine Law) and that adequate notice of the date, time and agenda has been sent to the Asbury Park Press and The News Transcript and has been posted and filed with the Marlboro Township Clerk. Copies have also been sent to each district school and other area newspapers in accordance with the law.

STATEMENT OF VIDEOTAPING OF PUBLIC PORTION OF BOARD OF EDUCATION MEETINGS

Please note that the public portion of all board of education meetings are videotaped and available for public viewing on our website. Therefore, members of the public should have no expectation of privacy in any statements that they make when addressing the Board/Administration.

PUBLIC COMMENT(S) STATEMENT

Pursuant to Board Policy 0164 and 0167 Roberts' Rules of Order shall govern the Board of Education in its deliberations and in the conduct of its meetings. As such, all comments from the public and from other members of the Board should be directed to the Board President who is responsible for presiding over the meeting. The President shall direct all inquiries or comments to the appropriate Administrator or Board member for response, after all members of the public have had an opportunity to speak. The Board/Administration may not have a response for all inquiries at the public meeting. In those circumstances, a response will be provided in a timely manner. Per Board Policy, if it appears that the public participation will exceed 60 minutes, the Board President may impose a set time limit per speaker at the beginning of the public participation portion of the meeting. Moreover, the President may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant. In addition, the President may request any individual to leave the meeting when that person does not observe reasonable decorum, whether the person is at the microphone or at any other place in the meeting room or building. New Jersey law prohibits any person from disrupting a public meeting. Law enforcement will be contacted if a person disrupts the meeting and fails to desist after being directed to do so by the Board President or Superintendent. Finally, out of respect, we ask that you refer to our administrators or staff members by their titles, such as Doctor, Mr. or Mrs. Thank you.

NO SMOKING ON SCHOOL GROUNDS

Please be advised that there is no smoking on school grounds – inside or outside – at any time.

PLEDGE OF ALLEGIANCE

Mrs. Barr-Rague will lead The Pledge of Allegiance.

ANNOUNCEMENT(S)

RESULTS OF ELECTION

Mrs. Barr-Rague, School Business Administrator/Board Secretary, will read the results of the School Board Election conducted on the November 6, 2018 General Election Ballot from 6:00 a.m. to 8:00 p.m. by the County Board of Elections:

TOTAL BALLOTS CAST – 30,910

In summary, the following are the total ballots cast for each candidate:

THREE YEAR TERM				
CANDIDATE	AT THE POLLS	MAIL-IN BALLOTS	PROVISIONAL	TOTAL
Kathleen Amster	4,959	692	166	5,817
Stephen Shifrinson	4,824	777	167	5,768
Robyn Wolfe	4,787	757	190	5,734
Rakesh Chandwani	3,816	577	148	4,541
Sarah Harris-Kreisler	3,925	662	139	4,726
Michele Montecalvo	3,451	580	118	4,149
Write-In	113	51	11	175

ADMINISTRATION OF OATH OF OFFICE

Mrs. Barr-Rague will administer the prescribed oath of office to newly elected Board member Kathleen Amster and re-elected Board members Stephen Shifrinson and Robyn Wolfe.

MEMBERS PRESENT

MEMBERS ABSENT

OTHERS PRESENT

ELECTION OF BOARD PRESIDENT

According to Bylaw 0152, Mrs. Barr-Rague will open up the nomination for the position of Board President.

Mrs. Barr-Rague will explain that if there was more than one nomination for President or Vice President, candidates would be given an opportunity to make a presentation as to their qualifications for President or Vice President of the board. Upon conclusion, she would conduct a roll call vote.

ROLL CALL VOTE

MOTION TO CLOSE NOMINATIONS FOR BOARD PRESIDENT	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

ROLL CALL VOTE

ELECTION OF BOARD PRESIDENT	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

ASSUMPTION OF THE CHAIR

ELECTION OF BOARD VICE PRESIDENT

According to Bylaw 0152, the Board President will open up the nomination for the position of Board Vice President.

ROLL CALL VOTE

MOTION TO CLOSE NOMINATIONS FOR BOARD VICE PRESIDENT	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

ROLL CALL VOTE

ELECTION OF BOARD VICE PRESIDENT	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

PRESIDENT'S COMMENTS

RECOGNITION OF OUTGOING BOARD MEMBER(S)

RECESS

The Board President will recess the Reorganization Meeting and invite everyone to partake in refreshments.

CALL TO ORDER

ANNOUNCEMENTS

PUBLIC COMMENT(S)

ORGANIZATION MATTERS

The Superintendent of Schools submits the following resolutions for approval:

1. ATTENDANCE OFFICER

BE IT RESOLVED, that Mr. Samuel Hendrickson, Director of Human Resources, be appointed Marlboro Township Board of Education Attendance Officer through the January 2020 Reorganization Meeting.

2. AFFIRMATIVE ACTION OFFICER: SCHOOL & CLASSROOM PRACTICES

BE IT RESOLVED, that Mr. Michael Ballone, Director of Curriculum and Instruction, be appointed the Affirmative Action Officer for School & Classroom Practices through the January 2020 Reorganization Meeting.

3. AFFIRMATIVE ACTION OFFICER: EMPLOYMENT PRACTICES

BE IT RESOLVED, that Mr. Samuel Hendrickson, Director of Human Resources, be appointed Affirmative Action Officer for Employment Practices through the January 2020 Reorganization Meeting.

4. DISTRICT SECTION 504 COORDINATOR

BE IT RESOLVED, that Dr. Dana Blair, Director, Special Services Department, be appointed District Section 504 Coordinator through the January 2020 Reorganization Meeting.

5. MEETING SCHEDULE

BE IT RESOLVED, that the Marlboro Township Board of Education hereby adopts the following schedule of meetings, to be held at **7:00 p.m.**, in the Board Administration Building, 1980 Township Drive, in the Township of Marlboro (unless otherwise noted):

- (a) The **second** Tuesday of every month, except where noted.
Committee of the Whole
Board discusses topics/issues. Action may or may not be taken.

The **third** Tuesday of every month, except where noted.
Regular Public Meeting to transact Business of the school district.

- (b) Copies of this schedule shall be posted and remain posted throughout the entire year in the Board Administration Building, 1980 Township Drive, in the Township of Marlboro.
- (c) Copies of this resolution shall be mailed to the Asbury Park Press and The News Transcript.

(d) Copies of this resolution shall also be mailed to the Township Clerk and the Administration of the Township of Marlboro.

(e) The Secretary/Business Administrator is directed to comply with paragraphs (b), (c) and (d) of this resolution within seven (7) days of its adoption.

AND, RESOLVED that Workshop Meetings will be scheduled to discuss specific topics, e.g., budget information, curriculum and professional development matters, etc., and

FURTHER BE IT RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent, Assistant Superintendent and/or School Business Administrator/Board Secretary.

6. COMMITTEE OF THE WHOLE AND REGULAR PUBLIC MEETING DATES

BE IT RESOLVED, that the attached schedule (**REFERENCE A-1**) showing dates, times and locations of each of the monthly Committee of the Whole agenda sessions and each of the Regular monthly meetings be approved, and to post said list in each of the school buildings, Township Clerk's Offices, Police Headquarters and to fax said list to the *Asbury Park Press* and *News Transcript*.

7. FORM OF AGENDA: WORKSHOP MEETING

BE IT RESOLVED that the form of the Workshop Meeting Agenda as specified below will be followed until the January 2020 Reorganization Meeting:

Call to Order
Roll Call Vote
Sunshine Law
Statement of Videotaping of Public Portion of Board of Education
Public Comment(s) Statement
No Smoking on School Grounds
Pledge of Allegiance
Announcement(s)
Public Comment(s)
Review of Agenda
Agenda Item*
Agenda Item*
Agenda Item*
Old Business
New Business
Public Comment(s)
Executive Session Resolution

*The purpose of the Workshop Meeting is to discuss issues and formulate motions to be acted upon at the next Regular meeting. The format of said meeting agenda is to receive reports from the Superintendent of Schools, School Business Administrator/Board Secretary and other administrators regarding matters which require discussion or action at a subsequent meeting. Action may be taken.

8. FORM OF AGENDA: REGULAR MEETING

BE IT RESOLVED, that the form of the Regular Meeting Agenda as specified below will be followed until the January 2020 Reorganization Meeting:

Call to Order
Roll Call
Sunshine Law
Statement of Videotaping of Public Portion of Board of Education
Public Comment(s) Statement
No Smoking on School Grounds
Pledge of Allegiance
Announcement(s)
Public Comment(s)
Communications
Secretary/Business Administrator's Report
Financial and Business Operations Matters
Curriculum Matters
Personnel Matters
Policy Development and Community Relations Matters
Ad Hoc Committee Reports
Old Business
New Business
Public Comment(s)
Executive Session Resolution

DISCUSSION:

ROLL CALL VOTE

ORGANIZATION MATTERS	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

FINANCIAL AND BUSINESS OPERATIONS MATTERS

The Superintendent of Schools submits the following resolutions for approval:

1. BANKING INSTITUTIONS SIGNATORIES

BE IT RESOLVED the Board of Education establish the following bank accounts and authorize the appropriate banks to honor all checks, drafts and other orders for the payment of money drawn in the name of the Board of Education in the following accounts when bearing the true or approved facsimile signature indicated, and

<u>Account Title</u>		<u>Signatures Required</u>		
1. Cafeteria Funds Bank of America		Dr. Eric M. Hibbs	OR	Cindy Barr-Rague
	OR	Christine Jelinsky		
2. Internal School Funds Bank of America		Dr. Eric M. Hibbs	OR	Cindy Barr-Rague
	AND	Christine Jelinsky		
3. General Funds Bank of America		_____	OR	_____
		President		Vice President
	AND	Dr. Eric M. Hibbs	AND	Cindy Barr-Rague
4. Payroll and Payroll Agency Accounts Bank of America		Dr. Eric M. Hibbs	AND	Cindy Barr-Rague
5. Capital Reserve Account Bank of America		_____	OR	_____
		President		Vice President
	AND	Dr. Eric M. Hibbs	AND	Cindy Barr-Rague
6. Investment Account Bank of America		Cindy Barr-Rague	AND	Christine Jelinsky

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary is hereby authorized to participate in the investment program of the New Jersey Cash Management Fund.

2. APPROVAL OF DEPOSITORIES

BE IT RESOLVED that the Marlboro Township Board of Education authorizes the use of the following depositories:

1. Bank of America
2. New Jersey Cash Management

3. PETTY CASH ACCOUNTS

BE IT RESOLVED, that the Marlboro Township Board of Education approve the following district petty cash accounts through the January 2020 Reorganization Meeting:

<u>School/Department</u>	<u>Custodian Name</u>	<u>Amount</u>
Asher Holmes Elementary School	JoAnn Cilmi	\$ 200
David C. Abbott Early Learning Center	Albert Perno	\$ 200
Frank Defino Central Elementary School	Jill Green	\$ 200
Frank J. Dugan School Elementary School	Richard Pagliaro	\$ 200
Marlboro Elementary School	Mitchell Shatz	\$ 200
Marlboro Memorial Middle School	John Pacifico	\$ 200
Marlboro Middle School	Patricia Nielwocki	\$ 200
Robertsville Elementary School	David Stratuik	\$ 200
Transportation	Nancy Walker	\$ 250
Internal School Funds	Cindy S. Barr-Rague	<u>\$1,000</u>
		\$2,850

DISCUSSION:

ROLL CALL VOTE

FINANCIAL & BUSINESS OPERATIONS MATTERS	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

POLICY DEVELOPMENT & COMMUNITY RELATIONS MATTERS

The Superintendent of Schools submits the following resolution for approval:

1. GOVERNANCE MANUAL

BE IT RESOLVED, that the Marlboro Township Board of Education approve the current Governance Manual containing all policies, bylaws, mandated regulations and job descriptions specifically requiring Board approval through the 2020 Board Reorganization Meeting.

DISCUSSION:

ROLL CALL VOTE

POLICY DEVELOPMENT & COMMUNITY RELATIONS MATTERS	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

PUBLIC COMMENT(S)

EXECUTIVE SESSION RESOLUTION

BE IT RESOLVED that in accordance with the provisions of the Open Public Meetings Act (“Act”), the Marlboro Township Board of Education shall conduct a closed executive session pursuant to the Personnel and Legal exception(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing:

1. Matter(s) of Attorney/Client Privilege
2. _____

It is anticipated that the length of time of this executive session will be ___ minutes and that action will/will not be taken in public after the executive session.

BE IT FURTHER RESOLVED that the minutes of the executive session will be released when the need for confidentiality in accordance with N.J.S.A. 10:4-12 no longer applies.

DISCUSSION:

ROLL CALL VOTE

EXECUTIVE SESSION RESOLUTION	
MOVED BY	
SECONDED BY	
AYE	
NAY	
ABSTAIN	

January 8, 2019 Reorganization Meeting Agenda

REORGANIZATION MEETING

JANUARY 8, 2019

REFERENCE SHEET

ITEM	REFERENCE NUMBER
Schedule of Committee of the Whole Agenda Sessions and Regular Monthly Meetings	A-1