

The Randolph Township Board of Education held an Organization meeting on Tuesday, April 28, 2009 at 7:30 p.m. in the Randolph High School Library, Millbrook Avenue, Randolph, New Jersey.

Mr. Michael Neves, Board Secretary chaired the meeting until the election of a President.

Call to Order – The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Randolph Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in The Daily Record. It is also posted in all district schools as well as the Randolph Township Municipal Building.

The following administrators were present: Dr. James Sheerin, Interim Superintendent, Dr. Thomas Kane, Assistant Superintendent, Dr. David Leigh, Assistant to the Superintendent, Ms. Ann Marie McGoldrick, Personnel Administrator, and Mr. Michael Neves, Business Administrator / Board Secretary.

Pledge of Allegiance

Statement of Results of the Annual Meeting of Voters report by the Secretary (Exhibit #1)

Township of Randolph
School Election Results
April 21, 2009

	SUBTOTAL	ABSENTEES	TOTAL
<u>RUIZ</u>	1046	13	1059
<u>STIFELMAN</u>	1468	20	1488
<u>MARTORANA</u>	1209	20	1229
<u>STROPOLI-FAUL</u>	1063	10	1073
<u>MACKAY</u>	1587	22	1609
<u>PUBIC QUESTION #1</u>			
YES	1813	19	1832
NO	961	15	976
<u>TOTAL VOTES CAST</u>	2843	119	9266

Swearing in of New Members

1. Tammy MacKay
2. Maria Martorana
3. Jeanne Stifelman

Roll Call

The following Board members were present: Mr. Ethan Blynn, Ms. Christine Carey, Ms. Barbara Levinson, Ms. Tammy MacKay, Ms. Maria Martorana, Mr. Al Matos, Ms. Amy Sachs, Ms. Jeanne Stifelman and Mr. Gregory Mark.

Nominations and Election for Board President

Board member Mr. Ethan Blynn made a motion seconded by Ms. Maria Martorana and carried unanimously by roll call vote to nominate Mr. Gregory Mark as President.

Mr. Mark Assumed the Chair as President

Nominations and Election for Board Vice President

Board member Mr. Al Matos made a motion seconded by Ms. Tammy MacKay and carried unanimously by roll call vote to nominate Ms. Amy Sachs as Vice President, with the following exception.

Board member Ms. Barbara Levinson voted NO.

Nominations Closed

Organization Meeting

Board member Ms. Christine Carey made a motion seconded by Mr. Al Matos and carried unanimously by roll call vote to approve the reorganization motions 1 – 4 and 8 – 43. Motions 5 – 7 to be placed under old business of the next board business session agenda.

Reorganization Motions:

- a. Motions 1 - 43**
 1. **MOTION to appoint Michael S. Neves as Board Secretary** for the 2009-2010 school year.
 2. **MOTION to approve the appointment of Communications Coordinator, as the Custodian of District Records** in accordance with the requirements of the Open Public Records Act for the 2009-2010 school year.

3. **MOTION** to adopt the following resolution for **Board Attorney**:

WHEREAS, the Randolph Township Board of Education requires the services of an attorney; and

NOW, THEREFORE, BE IT RESOLVED that the firm **Kenney, Gross, Kovats & Parton**, be appointed Attorneys for the Randolph Township Board of Education from this date, **April 22, 2009** through the Board Organization Meeting of 2010, and a copy of this resolution be printed in a newspaper circulated in Morris County no later than **May 8, 2009**, pursuant to N.J.S.A. 18A:18A-5.

4. **MOTION** to adopt the following resolution for **Auditor**:

WHEREAS, the firm of Nisivoccia and Company has been the Board Auditor since July 18, 2000 and has extensive experience in school accounting; and,

NOW, THEREFORE, BE IT RESOLVED, that **Nisivoccia and Company** be appointed as auditors for the Randolph Township Board of Education for the 2009-2010 school year.

5. **MOTION** to appoint **XXX** as District Representative to the New Jersey School Boards Association, N.J.S.A. 18A:6-46.

6. **MOTION** to appoint **XXX** and **XXX** as District Representatives to the Morris County School Boards Association.

7. **MOTION** to appoint **XXX** as District Representative to the Educational Services Commission of Morris County's Representative Assembly, N.J.S.A. 18A:6-56.

8. **MOTION** to authorize the following institutions as official depositories of school funds for the 2009-2010 school year:

Bank of America
Chase
TD Bank (formerly Commerce Bank)
First Morris Bank
NJ Cash Management Fund
PNC
Sovereign Bank
Wachovia Bank/ Wells Fargo

9. **MOTION** to designate **The Daily Record** as the official newspaper, 18A:22-11, 18A:39-3.

10. **MOTION** to approve the May 13, 2009 as the next board meeting date, to commence at 8:00 P.M., at the Randolph High School Library, Millbrook Avenue, Randolph, NJ. Action will be taken and the meeting will be open to the public, pursuant to 18A:10-6.
11. **MOTION** to readopt all existing **Bylaws and Policies** for the Board's own operation and the operation of the school system, 18A:11-1.
12. **MOTION** to readopt all existing **contracts** of the Board in effect at this time and authorized by law.
13. **MOTION** to appoint **Michael J. Soccio** as **Treasurer** of School Monies for the 2009-2010 school year.
14. **MOTION** to adopt the following resolution for **Casualty Insurance Broker**:

WHEREAS, the Randolph Township Board of Education requires the services of an casualty insurance broker; and

WHEREAS, Wells Fargo has been the Board casualty insurance broker for a number of years and has experience in school insurance; and,

NOW THEREFORE, BE IT RESOLVED, that **Wells Fargo** be appointed as casualty insurance broker for the Randolph Township Board of Education for the 2009-2010 school year.

15. **MOTION** to adopt the following resolution for **Architects**:

WHEREAS, the Randolph Township Board of Education requires the services of an architect; and

NOW, THEREFORE, BE IT RESOLVED that the firm **USA Architects** be appointed architects for the Randolph Township Board of Education from this date, **April 22, 2009** through the Board Organization Meeting of 2010, and a copy of this resolution be printed in a newspaper circulated in Morris County no later than **May 08, 2009**, pursuant to N.J.S.A. 18A:18A-5.

16. **MOTION** to adopt the following resolution for **Bond Counsel**:

WHEREAS, the Randolph Township Board of Education requires the services of a bond counsel; and

NOW, THEREFORE, BE IT RESOLVED that the firm of **McManimon and Scotland** be appointed **Bond Counsel** for the Randolph Township Board of Education from this date, **April 22, 2009** through the Board Organization Meeting of 2010, and a copy of this resolution be printed in a newspaper circulated in Morris County no later than **May 08, 2009** pursuant to N.J.S.A 18A:18A-5.

17. **MOTION** to reaffirm all existing **curricula** in effect at this time, N.J.A.C. 6A:8-3.1.
18. **MOTION** to reaffirm all existing **textbooks** in effect at this time.
19. **MOTION** to appoint **Business Administrator, District's Affirmative Action Officer** for the 2009-2010 school year in accordance with N.J.A.C. 6A:7-1.5.
20. **MOTION** to approve the bid threshold of \$29,000.00 and the quote threshold of \$4,350.00 in accordance with N.J.S.A. 18A:18A-3a, N.J.S.A. 40A:11-3 and N.J.A.C. 5:34-5, for the 2009-2010 school year.
21. **MOTION** to authorize investments via wire transfers.
22. **MOTION** to authorize the Business Administrator to make purchases through various cooperatives through the 2009-2010 school year.
23. **MOTION** to authorize periodic sales of used and/or surplus (non-real estate) property not needed for school purposes during the 2009-2010 school year in accordance with N.J.S.A. 18A:18A-45.
24. **MOTION** to authorize the administration to advertise bids throughout the 2009-2010 school year for goods and services required for the operation of the school system.
25. **MOTION** to approve participation in the coordinated transportation program implemented by the **Educational Services Commission of Morris County (ESCMC)** for the 2009-2010 school year.
26. **MOTION** to approve participation in the coordinated transportation program implemented by the **Educational Services Commission of Essex County (ESCEC)** for the 2009-2010 school year.
27. **MOTION** to approve participation in the coordinated transportation program implemented by the **Sussex County Regional Cooperative (SCRC)** for the 2009-2010 school year.
28. **MOTION** to adopt the following resolution:

WHEREAS, the Board and the Administration seek to minimize the frequency of shortened school days, for any reason; and
WHEREAS, all school activities shall be considered ancillary to the instructional program;

NOW, THEREFORE, BE IT RESOLVED, that the administration be urged to

avoid the scheduling of interscholastic athletic contests which occur during or interfere with the regular high school day; and,

BE IT FURTHER RESOLVED, that the approval of the Superintendent shall be obtained prior to the scheduling of any interscholastic athletic contest which may encroach on the regular school day.

29. **MOTION** to approve the following resolution regarding designation of Superintendent for account transfers:

BE IT RESOLVED, that in accordance with N.J.S.A. 18A:22-8.1, the Superintendent of Schools is hereby designated to approve account transfers as are necessary between meetings of the Board.

30. **MOTION** to appoint **Chief of Buildings**, as the district's **504 Compliance Officer** for facility related concerns in accordance with the Rehabilitation Act of 1973.

31. **MOTION** to appoint **Assistant to the Superintendent** as the district's **504 Compliance Officer** for pupil personnel services in accordance with the Rehabilitation Act of 1973.

32. **MOTION** to appoint **Chief of Buildings** as the district's **AHERA Asbestos Program Manager** in accordance with the Public Law 99-519 of 1986 and EPA Law 40CFR, Part 763.

33. **MOTION** to acknowledge that all Board Members have received a copy of the **Code of Ethics** pursuant to the School Ethics Act in N.J.S.A. 18A:12-24.1. **(Exhibit # 2)**.

34. **MOTION** to approve authorization for Randolph Township Schools to make purchases through state contract vendors for the 2009-2010 school year.

RESOLVED, the Randolph Township Board of Education authorize the Business Administrator and/or Qualified Purchasing Agent (QPA) to make purchases from state contract vendors for the 2009-2010 school year.

35. **MOTION** to appoint **Marissa Ciufalo, M.D.**, as District on call **Physician**.

36. **MOTION** to appoint **Morristown Memorial Hospital, Atlantic Healthcare System**, as the healthcare facility.

WHEREAS, the Randolph Township Board of Education requires the services of a healthcare facility to provide employee physicals, care to employees injured at work and an Employee Assistance Program (EAP), and

WHEREAS, Morristown Memorial Hospital, Atlantic Healthcare System, has been the healthcare facility used for a number of years and has experience in

health care; and

NOW, THEREFORE, BE IT RESOLVED, that **Morristown Memorial Hospital, Atlantic Healthcare System**, be appointed as the healthcare facility for the Randolph Township Board of Education for the 2009-2010 school year.

37. **WHEREAS**, the Randolph Township Board of Education requires the services of a health insurance broker; and

WHEREAS, Willis HRH of New Jersey, Inc., has been the Board health insurance broker for a number of years and has experience in health insurance; and

NOW, THEREFORE, BE IT RESOLVED, that **Willis HRH of New Jersey, Inc.**, be appointed as the health insurance broker for the Randolph Township Board of Education for the 2009-2010 school year.

38. **WHEREAS**, the Randolph Township Board of Education requires the services of a healthcare facility to provide drug testing for students, and

WHEREAS, Urgent Medical Care Center has been the healthcare facility used and has experience in drug testing; and

NOW, THEREFORE, BE IT RESOLVED, that **Urgent Medical Care Center** be appointed as the healthcare facility for drug testing for the Randolph Township Board of Education for the 2009-2010 school year.

39. **WHEREAS**, the Randolph Township Board of Education requires the services of a drug testing facility for Bus Drivers,

WHEREAS, Prevention Specialists has been the drug testing facility for a number of years and has experience in drug testing;

NOW, THEREFORE, BE IT RESOLVED, that Prevention Specialists be appointed as the drug testing facility for the Randolph Township Board of Education for the 2009-2010 school year.

40. **MOTION** to appoint **Chief of Grounds** as the **Right-To-Know Coordinator** and the Integrated Pest Manager for the 2009-2010 school year.

41. **MOTION** to appoint **Chief of Buildings** as the **Indoor Air Quality Designated Person** for the 2009-2010 school year pursuant to N.J.A.C.12:100-13.1 -:100-13.

42. **MOTION** to appoint **Science Supervisor** as the **Chemical Hygiene Officer** for the 2009-2010 school year.

43. MOTION to approve an annual maximum amount per employee for regular business travel only for which board approval is not required.

WHEREAS, the annual amount shall not exceed \$1,500 and shall be subject to the approval requirements in N.J.S.A. 18A:19-1.

WHEREAS, regular school district business travel as defined in N.J.A.C. 6A:23A-1.2 includes attendance at regularly scheduled in-state county meeting and Department sponsored or association sponsored events provided free of charge. It also includes regularly scheduled in-state professional development activities for which the registration fee does not exceed \$150 per employee or board member.

a. Code of Ethics (Exhibit # 2)

b. Board Member Acknowledgement of Receipt of Code of Ethics

Interim Superintendent's Report

Dr. James Sheerin recognized and congratulated the newly elected board members.

New Business

Board member Ms. Barbara Levinson thanked Ms. Christine Carey and the voters for their efforts and commitment to the district.

Board member Ms. Christine Carey questioned the status of the board self-evaluation process. Mr. Gregory Mark addressed the question.

Mr. Gregory Mark outlined the process for setting the committees for the board to do the board work.

Closed Session – 7:55 p.m.

Ms. Amy Sachs made a motion seconded by Mr. Ethan Blynn and carried unanimously by roll call vote to adopt the following resolution, with an exception:

BE IT RESOLVED, in accordance with N.J.S.A. 10:4-12 and 10:4-13 that the Board of Education of the Township of Randolph will hold a closed session regarding Personnel, Litigation and Negotiations. It is not yet possible to determine when the matters discussed in Closed Session will be made public.

The board adjourned the public meeting and moved to closed session at 7:55 p.m.

Respectfully submitted,

Michael S. Neves
Board Secretary



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.

