

The Randolph Township Board of Education held an Organization meeting on Tuesday, January 02, 2018 at 07:00 p.m. in the Randolph High School Library, Millbrook Avenue, Randolph, New Jersey.

Mr. Gerald M. Eckert, 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.

Pledge of Allegiance

Statement of Results of the Annual Meeting of Voters Report by the Secretary

The Board Secretary read the Morris County Clerk Election Results of November 7, 2017 of elected school Board members as shown in Exhibit # 1 attached hereto and made a part of the minutes.

SCHOOL BOARD MEMBERS	VOTE TOTAL	TERM	EXPIRING
Mr. Ronald Conti	3,196	3 year	2020
Mr. Joseph Faranetta	3,176	3 year	2020
Mr. Christopher C. Treston	3,031	3 year	2020

Oath-of-Office

The Board Secretary administered oath-of-office to the following elected Board members:

Incumbents Mr. Ronald Conti, Mr. Joseph Faranetta and newly elected Mr. Christopher C. Treston

Roll Call

The following Board members were present: Mr. Ronald Conti, Ms. Susan DeVito, Mr. Sheldon Epstein, Mr. Joseph Faranetta, Ms. Tammy MacKay, Mr. Alfredo Z. Matos, Ms. Anne Standridge and Christopher C. Treston.

Board member Colleen Pascale was absent.

The following administrators were present: Miss Jennifer Fano, Superintendent, Ms. Allison Freeman, Communications Coordinator / Community School Supervisor, Mr.

Eric Burnside, Assistant Business Administrator / Assistant Board Secretary and Board Counsel Katherine A. Gilfillan, Esquire was also present.

Nominations and Election for Board President

The Board Secretary Gerald Eckert declared nominations for Board President to be opened.

Motion moved by Board member Alfredo Z. Matos to nominate Ronald Conti for the office of Board President. No other nominations made.

Nominations closed.

The motion carried by a roll call vote to appoint Ronald Conti as Board President with an exception. Board member Colleen Pascale was absent.

ROLL CALL VOTE: AYES:	8
NO:	0
ABSTAIN:	0
ABSENT:	1

Newly Elected Board President Ronald Conti Assumed the Chair

Mr. Conti assumed control of the meeting as President of the Randolph Township Board of Education.

Nominations and Election for Board Vice President

Board President Ronald Conti declared nomination for Board Vice President to be opened and moved a motion to nominate Joseph Faranetta for the office of Board Vice President. No other nominations made.

Nominations closed.

The motion carried by a roll call vote to appoint Joseph Faranetta as the Board Vice President with an exception. Board member Colleen Pascale was absent.

ROLL CALL VOTE: AYES:	8
NO:	0
ABSTAIN:	0
ABSENT:	1

Correspondence - None

President's Report

Mr. Conti thanked the Board for voting for him.

Student Council Representative Report – Not present

Old Business

Public Statement - None

New Business

ORGANIZATION MOTIONS 1 – 44

JANUARY 02, 2018

On behalf of the Board, Board member Tammy MacKay made the motion seconded by Board member Susan DeVito to approve Organization Motions 1 – 44 with an exception:

Board member Colleen Pascale was absent.

1. **RESOLVED** that the Board hereby appoint Gerald M. Eckert as Board Secretary through organization meeting of January 2019.
2. **RESOLVED** in the absence of School Business Administrator / Board Secretary, the Board hereby appoint Eric Burnside as Acting Board Secretary to cover Board meetings effective January 2, 2018 through organization meeting of January 2019.
3. **RESOLVED** that the Board hereby appoint Communications Coordinator, as the Custodian of District Records in accordance with the requirements of the Open Public Records Act through organization meeting of January 2019.
4. **RESOLVED** that the Board hereby authorize the following institutions as official depositories of school funds through organization meeting of January 2019.

The Provident Bank
TD Bank
NJ Cash Management Fund

5. **RESOLVED** that the Board hereby designate The Daily Record as the official newspaper, 18A:22-11, 18A:39-3, the Randolph Reporter as secondary newspaper for publications.
6. **RESOLVED** that the Board hereby approve TAPinto Randolph as the online publication.

7. **RESOLVED** that the Board hereby readopt all existing Bylaws, Policies and Regulations for the Board's own operation and the operation of the school system 18A:11-1.
8. **RESOLVED** that the Board hereby readopt all existing contracts of the Board in effect at this time and authorized by law.
9. **RESOLVED** that the Board hereby reaffirm all existing curriculum in effect at this time, N.J.A.C. 6A:8-3.1.
10. **RESOLVED** that the Board hereby reaffirm all existing textbooks in effect at this time.
11. **RESOLVED** that the Board hereby appoint Human Resources Officer as District's Affirmative Action Officer through organization meeting of January 2019 in accordance with N.J.A.C. 6A:7-1.5.
12. **RESOLVED** that the Board hereby appoint Human Resources Officer as Public Agency Compliance Officer, through organization meeting of January 2019, as required by P.L.1975, Chapter 27 for the enforcement of Affirmative Action procedures in procurement.
13. **WHEREAS**, N.J.S.A. 18A:18A-3 provides that contracts that do not annually exceed in the aggregate, the bid threshold (currently \$40,000), may be awarded by the purchasing agent without advertising for bids when so authorized by Board Resolution, and

WHEREAS, N.J.S.A. 18A:18A-37, 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, and

RESOLVED, the Board of Education approves the appointment of the School Business Administrator as the Purchasing Agent for the district according to the rules and regulations of P.L. 1999 c.440; and

BE IT FURTHER RESOLVED, that the Purchasing Agent is authorized to award contracts up to his bid threshold of \$40,000 and establish the quote threshold at \$6,000 as per N.J.S.A. 18A:18A-2.

14. **RESOLUTION FOR THRESHOLD LIMITS ON DISCRETIONARY EXPENSES**

BE IT RESOLVED that the Board of Education of the Township of Randolph defines non-discretionary expenditures as:

- Salaries and wages
- Employee benefits
- Debt service
- Insurance

- Utilities
- Special education required by the related IEP
- Tuition
- Professional Service Contracts awarded by the Board of Education. However, work to be performed beyond that awarded and in excess of the amount awarded in the contract that may approach the District's identified threshold is discretionary
- State Contract or Co-op Contract approved for use by the Board of Education and are considered non-discretionary
- Contracts awarded by the Board of Education
- Transportation Jointures

THEREFORE, all other expenditures are discretionary including expenditures not listed above that may be procured through State-Contracts or Co-op suppliers.

BE IT FURTHER RESOLVED, that the Board of Education of the Township of Randolph places a threshold limit on all discretionary expenditures of \$29,000 without the District Business Administrator having a Qualified Purchasing Agent (QPA) or \$40,000 with the District Business Administrator having a Qualified Purchasing Agent (QPA) certification and requires all purchase orders and transfers exceeding the threshold limit to be approved by the Board of Education before executing such purchase orders or transfers.

BE IT FURTHER RESOLVED, that under extreme emergency and for the good of the District, the Superintendent may request to exceed the threshold limit on a specific transaction with the written approval of the President and FFT Committee Chairperson, of the Board of Education of the Township of Randolph.

15. **RESOLVED** that the Board hereby authorize investments via wire transfers.
16. **RESOLVED** that the Board hereby authorize the School Business Administrator to make purchases through various cooperatives through organization meeting of January 2019.
 - a. Hunterdon County Educational Services Cooperative
 - b. Educational Services Commission of New Jersey (*formerly: Middlesex Regional Educational Services Cooperative*)
 - c. Morris County Cooperative Pricing Council
 - d. National Joint Powers Alliance (NJPA)
 - e. Somerset County Cooperative
 - f. WSCA-NASPO Contracts of NJ
 - g. PEPPM – Technology Bidding and Purchasing Program
 - h. The Cooperative Purchasing Network (TCPN)
 - i. KPN – Keystone Purchasing Network

17. **RESOLVED** that the Board hereby authorize periodic sales of used and/or surplus (non-real estate) property not needed for school purposes through organization meeting of January 2019 in accordance with N.J.S.A. 18A:18A-45.

18. **RESOLVED** that the Board hereby authorize the administration to advertise bids for goods and services required for the operation of the school system through organization meeting of January 2019.

19. **RESOLVED** that the Board hereby adopts 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.

20. **RESOLVED** that the Board hereby 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.

21. **MOTION** to approve the following resolution:

WHEREAS, from time-to-time there is a pressing need to hire a non-administrative staff member between the Board's regularly scheduled meetings; and

WHEREAS, the Board of Education wishes to grant the Superintendent the authority to hire such non-administrative staff if the position is one which must be filled on an immediate basis and where a delay in hiring may result in the District losing an exceptional candidate or one who is assuming a position which is difficult to fill;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education grants the Superintendent the authority to hire non-administrative staff members between board meetings when there is an immediate need to do so, subject to a successful criminal history background check; and

BE IT FURTHER RESOLVED, that said hiring shall only take place with the approval of the Board President and Personnel Committee Chair; and

BE IT FINALLY RESOLVED that the full Board of Education shall vote to

ratify the approval at its next regularly scheduled meeting and said ratification shall occur unless there is a compelling reason for the Board not to affirm.

22. **RESOLVED** that the Board hereby appoint Director of Facilities, as the district's 504 Compliance Officer for facility related concerns in accordance with the Rehabilitation Act of 1973.
23. **RESOLVED** that the Board hereby appoint Jonathan Olsen, Director of Secondary Education and Danielle Soldivieri, Director of Elementary Education as the district 504 Compliance Officers for curriculum in accordance with the Rehabilitation Act of 1973.
24. **RESOLVED** that the Board hereby appoint Director of Facilities as the district's AHERA Asbestos Program Manager in accordance with the Public Law 99-519 of 1986 and EPA Law 40CFR, Part 763.
25. **RESOLVED** that the Board hereby 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) attached hereto and made part of the minutes.
26. **RESOLVED** that the Board hereby approve for Randolph Township Schools to make purchases through State contract vendors through the organization meeting of 2019.

RESOLVED, the Randolph Township Board of Education authorizes the School Business Administrator and/or Qualified Purchasing Agent (QPA) to make purchases from State contract vendors through the organization meeting of 2019.

27. **RESOLVED** that the Board hereby appoint Morristown Medical Center, Atlantic Health 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 Medical Center, Atlantic Health 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 Medical Center, Atlantic Health System, be appointed as the healthcare facility for the Randolph Township Board of Education through the organization meeting of 2019.

28. **RESOLVED** that the Board hereby reappoint FIRST PRIMARY CARE to provide drug testing for students, and

WHEREAS, FIRST PRIMARY CARE has experience in drug testing; and

NOW, THEREFORE, BE IT RESOLVED, that FIRST PRIMARY CARE be appointed as the healthcare facility for drug testing for the Randolph

- Township Board of Education through the organization meeting of 2019.
29. **RESOLVED** that the Board hereby appoints Prevention Specialists Inc., to provide drug testing services for Bus Drivers; and

WHEREAS, Prevention Specialists Inc., 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 Inc., be appointed as the drug testing facility for the Randolph Township Board of Education through the organization meeting of 2019.

30. **RESOLVED** that the Board hereby appoint Director of Facilities as the Right-To-Know Coordinator and the Integrated Pest Manager through the organization meeting of 2019.
31. **RESOLVED** that the Board hereby appoint Director of Facilities as the Indoor Air Quality Designated Person through the organization meeting of 2018 pursuant to N.J.A.C.12:100-13.1 -:100-13.
32. **RESOLVED** that the Board hereby appoint STEM 6 – 8 Supervisor as the Chemical Hygiene Officer through the organization meeting of 2019.
33. **RESOLVED** that the Board hereby approves 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.

34. **RESOLVED** that the Board hereby appoint School Business Administrator, as the Attendance Officer through the organization meeting of 2019 pursuant to N.J.S.A. 18A:38-32.
35. **RESOLVED** that the Board hereby approves Parliamentary Procedures
- RESOLVED**, that the Randolph School District Board of Education, to the extent consistent with State Law, policies and bylaws of the Board will be guided by “Robert’s Rules of Order.”

36. **APPROVAL OF CONTRACT WITH SCHOOLBOARDNET LLC FOR SCHOOLBOARDNET SERVICES**

- RESOLVED**, the Randolph Township Board of Education approve the renewal of schoolboardnet paperless board meetings online services for period of one year in the amount of \$1,888.
37. **RESOLVED** that the Board hereby appoint Substance Awareness Coordinator as District Anti-Bullying Coordinator through organization meeting of January 2019.
 38. **RESOLVED** that the Board hereby appoint Director of Special Services as District contact for Division of Child Protection and Permanency (formerly DYFS) through organization meeting of January 2019.
 39. **RESOLVED** that the Board hereby appoint Director of Special Services, or designee, as Homeless Liaison through organization meeting of January 2019.
 40. **RESOLVED** that the Board hereby approve the attached annual schedule of regular board meetings of the Board of Education to be held, when possible, on second and third Tuesday of each month (Exhibit # 3) pursuant to 18A:10-6 attached hereto and made part of the minutes.
 41. **RESOLVED** that the Board hereby designate School Business Administrator as the district School Safety Specialist through organization meeting of January 2019.
 42. **RESOLVED** that the Board hereby appoint Alfredo Z. Matos as District Representative to the New Jersey School Board Association N.J.S.A. 18A:6-46.
 43. **RESOLVED** that the Board hereby appoint Alfredo Z. Matos as District Representatives to the Morris County School Board Association.
 44. **RESOLVED** that the Board hereby appoint Alfredo Z. Matos as District Representative to the Educational Services Commission of Morris County's Representative Assembly, N.J.S.A. 18A:6-51.

For the Good of the Order

Mr. Treston – thanked everyone for the kind words, and congratulated Mr. Faranetta and Mr. Conti.

Ms. DeVito – congratulated everybody. Announced that Mr. Perrone is sending out an electronic newsletter the VPA digest.

Mr. Faranetta – congratulated and welcomed Mr. Treston.

Ms. MacKay – congratulated Mr. Conti and Mr. Faranetta and welcomed Mr. Treston.

Mr. Matos – congratulated the elected officials.

Mr. Conti – requested Board member email him their preferences for committees.

Mr. Epstein – congratulated Mr. Conti, Mr. Faranetta and welcomed Mr. Treston.

Ms. Standridge – congratulated Mr. Conti, Mr. Faranetta and welcomed Mr. Treston.

Ms. Pascale – not present.

Adjournment

Board Vice President Joseph Faranetta moved a motion to adjourn the meeting at 07:32 p.m. Board members present all in favor. Board member Colleen Pascale was absent.

The Board adjourned the meeting at 07:32 p.m.

Respectfully submitted,

Gerald M. Eckert
Board Secretary