

The Randolph Township Board of Education held an Organization meeting on Tuesday, May 10, 2011 at 7:15 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: Owen Snyder, Superintendent, Dr. David Browne, Assistant Superintendent and Mr. Michael Neves, Business Administrator / Board Secretary.

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 April 27, 2011 as shown in **Exhibit # 1** attached hereto and made a part of the minutes.

Swearing in of New Members

The Board Secretary swore in the following members:

1. Mr. Charles Mooney
2. Mr. David Rosenblatt, and
3. Ms. MaryAnn Spagnuolo

Roll Call

The following Board members were present: Ms. Tammy MacKay, Ms. Maria Martorana, Mr. Al Matos, Mr. Charles Mooney, Mr. David Rosenblatt, Mr. Harry Ruiz, Ms. MaryAnn Spagnuolo, Ms. Jeanne Stifelman and Ms. Amy Sachs.

Nominations and Election for Board President

The Board Secretary took motions for the nomination of Board President.

A motion was made by Board member Mr. Al Matos, seconded by Mr. Harry Ruiz

and carried unanimously by roll call vote to confirm Ms. Amy Sachs as Board President.

No other nominations entered.

Newly Elected Board President Ms. Amy Sachs Assumes the Chair

Ms. Amy Sachs assumed control of the meeting as President of the Randolph Board of Education.

Nominations and Election for Board Vice President

Ms. Amy Sachs entertained a motion for the Vice President of the Board of Education.

Board member Ms. Jeannie Stifelman made a motion, seconded by Mr. Al Matos to appoint Ms. Tammy MacKay as Vice President of the Randolph Township Board of Education. Motion carried unanimously by roll call vote to confirm Ms. MacKay as Board Vice President.

Nominations Closed

President's Report

Ms. Amy Sachs made a brief statement welcoming the new members and expressing her enthusiasm for what lies ahead. She announced committees will be formed within the week.

NEW BUSINESS

Board member Mr. Al Matos made a motion, seconded by Mr. Harry Ruiz and carried unanimously by roll call vote to approve the reorganization motions 1 – 42.

Reorganization Motions 1 – 42

May 10, 2011

1. **MOTION to appoint Michael S. Neves as Board Secretary** for the 2011-2012 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 2011-2012 school year.
3. **MOTION to adopt the following resolution for Board Attorneys:**

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

NOW, THEREFORE, BE IT RESOLVED that the firm **Kenney, Gross,**

Kovats & Parton, be appointed Board Counsel and Negotiations Counsel, and, further that the firm **Parker McCay P.A.** be appointed Special Education Counsel for the Randolph Township Board of Education from this date, **May 10, 2011** through the Board Organization Meeting of 2012, and a copy of this resolution be printed in a newspaper circulated in Morris County no later than **May 24, 2011**, 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 LLP 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 LLP** be appointed as auditors for the Randolph Township Board of Education for the 2011-2012 school year.

5. **MOTION** to authorize the following institutions as official depositories of school funds for the 2011-2012 school year:

**The Provident Bank
TD Bank
NJ Cash Management Fund**

6. **MOTION** to designate **The Daily Record** as the official newspaper, 18A:22-11, 18A:39-3.
7. **MOTION** to approve the attached annual schedule of regular meetings of the Board of Education to be held on second and third Tuesday of each month, pursuant to 18A:10-6 (**Exhibit # 2**), attached hereto and made part of the minutes.
8. **MOTION** to readopt all existing **Bylaws, Protocol, Standing Rules, Policies and Regulations** for the Board's own operation and the operation of the school system, 18A:11-1.
9. **MOTION** to readopt all existing **contracts** of the Board in effect at this time and authorized by law.
10. **MOTION** to appoint **Michael J. Soccio** as **Treasurer** of School Monies for the 2011-2012 school year.
11. **MOTION** to adopt the following resolution for **Casualty Insurance Broker and Health Insurance Broker**:

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

WHEREAS, Wells Fargo is a broker of record with the districts health insurance provider, and

NOW THEREFORE, BE IT RESOLVED, that **Wells Fargo** be appointed as casualty and health insurance broker for the Randolph Township Board of Education for the 2011-2012 school year.

12. 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 **Solutions Architecture** be appointed architects for the Randolph Township Board of Education from this date, **May 10, 2011** through the Board Organization Meeting of 2012, and a copy of this resolution be printed in a newspaper circulated in Morris County no later than **May 24, 2011**, pursuant to N.J.S.A. 18A:18A-5.

13. 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 LLC** be appointed **Bond Counsel** for the Randolph Township Board of Education from this date, **May 10, 2011** through the Board Organization Meeting of 2012, and a copy of this resolution be printed in a newspaper circulated in Morris County no later than **May 24, 2011** pursuant to N.J.S.A 18A:18A-5.

14. MOTION to reaffirm all existing **curriculum** in effect at this time, N.J.A.C. 6A:8-3.1.

15. MOTION to reaffirm all existing **textbooks** in effect at this time.

16. MOTION to appoint **Assistant Superintendent, District's Affirmative Action Officer**, for the 2011-2012 school year in accordance with N.J.A.C. 6A:7-1.5.

17. MOTION to appoint **Assistant Superintendent, as Public Agency Compliance Officer**, as required by P.L.1975, Chapter 27 for the enforcement of Affirmative Action procedures in procurement.

18. WHEREAS, NJAC 5:34-5.2 details the procedures for increasing the bid threshold and states in part, "A contracting unit with a qualified purchasing agent desiring to take advantage of the supplemental authority of N.J.S.A. 18A:18A-3 and 18A:18A-4.3 shall have its governing body pass a resolution authorizing the amount of a higher bid threshold for the contracting unit, the amount of which shall not exceed the statutory maximum bid threshold.... In a contracting unit subject to the Public School Contracts Law, a certified resolution increasing the bid threshold shall be filed with the Director of the Division of Local Government Services in the Department of Community Affairs and shall be accompanied by a copy of the contracting unit's purchasing agent's qualified purchasing agent certification", and

WHEREAS, P.L. 2009, c.166 took effect on January 1, 2011 and changes the maximum allowable bid threshold for a qualified purchasing agent to **\$36,000**.

NOW THEREFORE BE IT RESOLVED, that the Qualified Purchasing agent shall, effective as of this date, be authorized to purchase goods and services without bidding in amounts not to exceed \$36,000 in the aggregate and is authorized to purchase goods and service without quoting in amounts not to exceed \$5,400 in the aggregate.

BE IT FURTHER RESOLVED, that the board secretary is authorized and directed to submit to the Director of the Division of Local Government Services in the Department of Community Affairs a copy of this resolution and a copy of the Qualified Purchasing Agent's certification.

- 19. MOTION** to authorize investments via wire transfers.
- 20. MOTION** to authorize the Business Administrator to make purchases through various cooperatives or under State contracts through the 2011-2012 school year.
- 21. MOTION** to authorize periodic sales of used and/or surplus (non-real estate) property not needed for school purposes during the 2011-2012 school year in accordance with N.J.S.A. 18A:18A-45.
- 22. MOTION** to authorize the administration to advertise bids throughout the 2011-2012 school year for goods and services required for the operation of the school system.
- 23. MOTION** to approve participation in the coordinated transportation program implemented by the **Educational Services Commission of Morris County (ESCMC)** for the 2011-2012 school year.

24. **MOTION** to approve participation in the coordinated transportation program implemented by the **Educational Services Commission of Essex County (ESCEC)** for the 2011-2012 school year.

25. **MOTION** to approve participation in the coordinated transportation program implemented by the **Sussex County Regional Cooperative (SCRC)** for the 2011-2012 school year.

26. **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.

27. **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.

28. **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.

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

30. **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.

31. **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 # 3)**, attached hereto and made part of the minutes.

32. **MOTION** to approve authorization for Randolph Township Schools to make purchases through state contract vendors for the 2011-2012 school year.

RESOLVED, the Randolph Township Board of Education authorizes the Business Administrator and/or Qualified Purchasing Agent (QPA) to make purchases from state contract vendors for the 2011-2012 school year.

33. **MOTION** to appoint **Marisa Ciufalo, M.D.**, as District on call **Physician**.

34. **MOTION** to appoint **Morristown Memorial Hospital, Atlantic Health**, 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 Health, 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 Health**, be appointed as the healthcare facility for the Randolph Township Board of Education for the 2011-2012 school year.

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

WHEREAS, First Urgent Medical Care P.C. has been the healthcare facility used and has experience in drug testing; and

NOW, THEREFORE, BE IT RESOLVED, that **First Urgent Medical Care P.C.** be appointed as the healthcare facility for drug testing for the Randolph Township Board of Education for the 2011-2012 school year.

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

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 for the 2011-2012 school year.

37. **MOTION** to appoint **Chief of Grounds** as the **Right-To-Know Coordinator** and the **Integrated Pest Manager** for the 2011-2012 school year.

38. **MOTION** to appoint **Chief of Buildings** as the **Indoor Air Quality Designated Person** for the 2011-2012 school year pursuant to N.J.A.C.12:100-13.1 -:100-13.
39. **MOTION** to appoint **Science Supervisor** as the **Chemical Hygiene Officer** for the 2011-2012 school year.
40. **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.

41. **MOTION** to appoint **Personnel Assistant**, as the **Attendance Officer**, for the 2011-2012 school year (N.J.S.A. 18A:38-32).
42. **MOTION** to approve **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."

Closed Session – 8:10 p.m.

Board member Mr. Harry Ruiz made a motion seconded by Mr. Al Matos and carried unanimously by roll call vote to adopt the following:

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 reconvened at 8:20 p.m.

ADDITIONAL NEW BUSINES

Board member Ms. Tammy MacKay made a motion seconded by Mr. Al Matos and carried unanimously by roll call vote to approve **Personnel Motions I and II**, with the following exception:

Board members Mr. Charles Mooney and Ms. MaryAnn Spagnuolo abstained.

Motions passed.

I. RESOLUTION GRANTING EARLY TENURE IN ACCORDANCE WITH N.J.S.A. 18A:28-5 TO THE POSITION OF ASSISTANT SUPERINTENDENT

WHEREAS, in accordance with N.J.S.A. 18A:28-5, the Randolph Board of Education has the authority to shorten the period of tenure required for the acquisition of certain tenure-eligible positions; and

WHEREAS, the Board has determined it is in the best interest of the District to afford early tenure to the position of Assistant Superintendent after service in the position of fifteen (15) month.

NOW, THEREFORE, BE IT RESOLVED that tenure is afforded to the position of Assistant Superintendent upon the service of fifteen (15) months;

BE IT FURTHER RESOLVED that the Board Secretary and Board Attorney take any and all action necessary to effectuate the purposes of this Resolution.

II. RESOLUTION – PERSONNEL MATTER

On the recommendation of the Superintendent, the Board hereby accepts the resignation of employee identified on **Schedule A**, effective May 10, 2011.

Public Discussion

Randolph Education Association (REA) members spoke in support of and thanked various school PTO's for their support.

REA President commented on the recent Board statement concerning the status of REA negotiations, and will be filing an unfair labor practice against the Board of Education.

Closed Session – 8:35 p.m.

Board member Mr. Harry Ruiz made a motion seconded by Mr. Al Matos and carried unanimously by roll call vote to adopt the following:

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 reconvened at 10:45 p.m.

Adjournment

Board member Mr. Harry Ruiz made a motion, seconded by Mr. Charles Mooney and carried unanimously by roll call vote to adjourn the meeting at 10:45 p.m.

The board adjourned the public meeting at 10:50 p.m.

Respectfully submitted,

Michael S. Neves
Board Secretary