

**Organization Meeting  
January 8, 2018  
6:01 P.M.**

As required by law, the Organization Meeting of the Board of Education, of the Town of Kearny, in the County of Hudson and State of New Jersey, was called to order by the Secretary.

The Secretary announced that in accordance with Chapter 231, Laws of 1975, Open Public Meetings Act, adequate notice of this meeting was provided to the Jersey Journal and the Star Ledger. Notice of the meeting was posted on the District website and filed with the Town Clerk.

**BOARD MEMBER ABSENT**

Mr. Doran was unable to attend the meeting.

**RESULTS OF ELECTION – Interim Board Secretary**

Mr. Smith announced the official results of the November 7, 2017 Annual School Board Election as provided by the Office of the Hudson County Clerk:

<b><u>RESULTS</u></b>	<b><u>3-YEAR TERM</u></b>
THERESA ANDRYSZCZAK.....	951
SAMANTHA PARIS .....	1,690
MERCEDES DAVIDSON.....	944
JAMES L. HILL.....	782
S. J. ZIBBIE VISCUSO .....	1,452

The candidates elected for three-year terms are: Theresa Andryszczak, Samantha Paris, S. J. Zibbie Viscuso.

**ADMINISTRATION OF OATH OF OFFICE - Board Secretary**

Mr. Smith administered the Oath of Office to Theresa Andryszczak, Samantha Paris, and Sebastian Viscuso.

**ROLL CALL**

On roll call, the following members were present: Mrs. Andryszczak, Mr. Granelli, Ms. Lindenfelser, Mrs. Mc Donald, Mrs. Paris, Mrs. Sherry, Mr. Viscuso, Mr. Zapata.

Mrs. Patricia Blood, Superintendent of Schools, and Mr. H. Ronald Smith, Interim Business Administrator/Board Secretary, were also present.

**MOTION RE: NOMINATION OF TEMPORARY CHAIRPERSON**

It was moved by Mrs. Mc Donald, seconded by Mrs. Sherry and unanimously carried that Ronald Smith, Interim Business Administrator/Board Secretary, act as Temporary Chairperson.

**TEMPORARY CHAIRPERSON TAKES THE CHAIR**

Mr. Smith assumed the role of Temporary Chairperson.

**NOMINATION OF PRESIDENT**

Mrs. Sherry nominated Bernadette Mc Donald, for the office of President of the Kearny Board of Education, seconded by Mr. Viscuso.

On roll call, the following vote was recorded: Mrs. Andryszczak, “aye”, Mr. Granelli, “aye”, Ms. Lindenfelser, “aye”, Mrs. Mc Donald, “aye”, Mrs. Paris, “aye”, Mrs. Sherry, “aye”, Mr. Viscuso, “aye”, Mr. Zapata, “aye”.

There being eight votes in affirmative, the motion was carried.

**PRESIDENT TAKES THE CHAIR**

Mrs. Mc Donald assumed the position of President of the Board of Education.

**NOMINATION OF VICE PRESIDENT**

Mrs. Mc Donald nominated Bryan Granelli for the office of Vice President of the Kearny Board of Education, seconded by Mrs. Paris.

On roll call, the following vote was recorded: Mrs. Andryszczak, "aye", Mr. Granelli, "aye", Ms. Lindenfelser, "aye", Mrs. Mc Donald, "aye", Mrs. Paris, "aye", Mrs. Sherry, "aye", Mr. Viscuso, "aye", Mr. Zapata.

There being eight votes in affirmative, the motion was carried.

## **VICE PRESIDENT TAKES THE CHAIR**

Mr. Granelli assumed the position of Vice President of the Board of Education.

## **ROLL CALL**

On roll call, the following members were present: Mrs. Andryszczak, Ms. Lindenfelser, Mrs. Paris, Mrs. Sherry, Mr. Viscuso, Mr. Zapata, Mr. Granelli, President Mc Donald.

The following resolutions, inclusive of Items #1 through #19, were moved by Ms. Lindenfelser, seconded by Mrs. Paris and unanimously carried:

### **I. MEETING DATES FOR THE 2018 CALENDAR YEAR**

WHEREAS: Chapter 231 of the Public Laws of NJ (1975) known as, and hereinafter designated as, the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the manner therein set forth, now therefore be it

RESOLVED: that, for purposes of compliance with the Open Public Meeting Act, the Board of Education of the Town of Kearny hereby makes the following designations:

The Jersey Journal and/or The Star Ledger and/or The Observer are hereby designated as the official newspaper(s) to receive notification of meetings as required by any and all sections of the Open Public Meetings Act, it appearing that these newspapers are most likely to inform the local public of such meetings and meet the requirements of the statute.

The locations for posting of notice of meetings shall be the bulletin boards in the Township Clerks' offices located in each constituent municipality and the Board Office located at 172 Midland Avenue, Kearny, New Jersey 07032.

Announcements will be mailed to any person requesting individual notice of meetings as provided in Section 14 of the Open Public Meetings Act, and

BE IT FURTHER RESOLVED: that the following notice be published, posted, mailed and filed with the Township Clerk(s) pursuant to the provision of said Chapter 231 of the Public Laws of New Jersey (1975):

### **NOTICE OF SCHEDULED MEETINGS FOR THE YEAR 2018**

PLEASE TAKE NOTICE that the Board of Education of the Town of Kearny, in the County of Hudson, NJ will meet to discuss or act upon public business at 7:00 p.m. on each of the dates set forth below. All Board Meeting will be held in the Board Room – 1<sup>st</sup> Floor at the Board Office which is located at 172 Midland Avenue, Kearny unless otherwise noted:

January 16, 2018 (TUESDAY)  
February 20, 2018 (TUESDAY)  
March 19, 2018  
April 16, 2018  
May 21, 2018  
June 18, 2018  
July 16, 2018  
August 27, 2018  
September 17, 2018  
October 15, 2018  
November 19, 2018  
December 17, 2018  
January 7, 2019 (REORGANIZATION MEETING)

In addition, such other meetings as the Board of Education business may require, shall be scheduled and held, but pursuant to and with such additional notice as is required by law.

An Executive Session will precede the Regular Meeting at 6:00 P.M., and the Board will enter into Closed Session to discuss District personnel matters, negotiations, and/or ongoing litigation.

**2. BOARD POLICIES**

RESOLVED: That all current written policies, by-laws and rules/regulations in the official Policy Manual of the Kearny School District be readopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations.

**3. ROBERTS RULES OF ORDER**

WHEREAS: There exists a need to have a recognized authority for the conduct of all board of education meetings;

THEREFORE, BE IT RESOLVED: That the Kearny Board of Education adopts ROBERTS RULES OF ORDER for the authority in the conduct of all of its meetings.

**4. BOARD OF EDUCATION ACCOUNTS/BANKING**

RESOLVED: That the following Financial Institutions, INVESTORS BANK, and KEARNY BANK, be designated as approved depositories for the Kearny School District funds and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

<u>Name of Account</u>	<u>Account Number</u>	<u>Authorized Signee</u>	<u>Required</u>
Adult School	1000472014	H. Ronald Smith Charles Polk	2
Capital Projects Account	1000472028	H. Ronald Smith Board President Michael Lamprecht	3
Cobra Account	1000472085	H. Ronald Smith Michael Lamprecht	2
Capital Reserve Account	1000472047	H. Ronald Smith Board President Michael Lamprecht	3
Franklin School Fund	1000472127	Yvonne A. Cali Donna Masters Jennifer Moss	2
Garfield School Fund	1000472132	Curtis Brack Donna Mastrolia	2
General Operating Account	1000472052	H. Ronald Smith Board President Michael Lamprecht	3
High School Athletic Officials Account	1000472146	Jacalyn Richardson Paul Measso Justin Avitable Vincent Almeida	2
Kearny High School Fund	1000472151	Jacalyn Richardson Paul Measso Justin Avitable Vincent Almeida	2

Lincoln School Fund	1000472165	Robert C. Zika Patrick Ragnoni Joan Walsh	2
Lincoln School Student Council	1000472170	Robert C. Zika Kathleen Williams	2
Net Payroll Account	1000472090	H. Ronald Smith Michael Lamprecht	2
Payroll Agency/Flexible Spending	1000472108	H. Ronald Smith Michael Lamprecht	2
Roosevelt School Fund	1000472189	Steven Way Kathleen Kelly	2
Schuyler School Fund	1000472194	Valerie Iacono Renee Mullins	2
SUI Account	1000472113	H. Ronald Smith Michael Lamprecht	2
Unemployment Account	1000472071	H. Ronald Smith Board President Michael Lamprecht	3
Washington School Fund	1000472212	Jon Zimmerman Antonio Moyano Sharyne Blevins	2

**Scholarship Accounts**  
**(KEARNY BANK):**

		H. Ronald Smith	2
George Spatz	2501111	Jacalyn Richardson	
L. Salzarulo	390107	Paul Measso	
Wm. Buck	138229	Justin Auitable	
E. Morrell	1500515	Vincent Almeida	
S. Nelson-Laugel	1500520	Tammy Munro	
Theobold	553064 & 137745		
Mankey	554715 & 137795		
Trust of Dr. Robert Johnson	645-026183		
Vincent J. & Mary Inzerillo	1501580		

**5. IMPLEMENT BUDGET**

RESOLVED: That the Board of Education authorize the Superintendent and Interim Business Administrator to implement the 2018/2019 budget, once authorized and finalized, pursuant to local and state policies and regulations.

**6. APPROVAL OF QUALIFIED PURCHASING AGENT**

RESOLVED: That the Board of Education hereby appoints H. Ronald Smith, Interim Business Administrator/Board Secretary as the Qualified Purchasing Agent and grant him the authorization to award contracts up to the bid threshold (\$40,000), and set the quote threshold at 15% of the bid threshold amount (\$6,000), as per 18A:18A-3.

**7. ADOPTION OF UNIFORM CHART OF ACCOUNTS**

RESOLVED: That the Kearny Board of Education hereby adopts the State of New Jersey's published uniform minimum level chart of accounts and authorizes the Business Administrator to record line item transfers in accordance with said chart.

**8. APPROVAL OF FACSIMILE AND SIGNATURE STAMPS**

RESOLVED: That the Kearny Board of Education hereby approves the use of facsimile and signature stamps for the President, Business Administrator/Board Secretary and Treasurer of School Monies on all warrants.

**9. AUTHORIZATION OF INTRA-BANK ELECTRONIC FUND TRANSFERS**

RESOLVED: That the Kearny Board of Education hereby authorizes the Business Administrator/Board Secretary or Treasurer of School Monies to make intra-bank electronic fund transfers to Board of Education accounts.

**10. AUTHORIZATION OF INVESTMENTS**

RESOLVED: That the Kearny Board of Education hereby authorizes the Business Administrator/Board Secretary to make investment decisions in accordance with N.J.S.A. 18A:20-37-39.

**11. APPROVAL OF TAX SHELTER ANNUITY AND DISABILITY INSURANCE PLANS**

RESOLVED: That the Kearny Board of Education, in accordance with Board Policy, hereby approved the following companies to participate in the District's optional Tax Shelter Annuity and Disability Insurance salary deduction plans:

Valic, AXA Equitable, Citistreet-Met Life, Fidelity Investments, Franklin Templeton Trust Company, Met Life, USAA, Prudential, Afflac, Colonial Life.

**12. APPROVAL OF BILLS BETWEEN BOARD MEETINGS**

RESOLVED: That the Board of Education hereby authorizes the Interim Business Administrator/Board Secretary and/or Superintendent of Schools to pay claims against the Board between scheduled Board meetings and have those claims subsequently ratified at the next regular Board meeting, as per 18A:19-4.1.

**13. APPROVAL OF TRANSFER AUTHORITY**

RESOLVED: That as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent or designee, be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.

**14. APPROVAL TO ADVERTISE FOR BIDS, SOLICIT QUOTATIONS, OR PURCHASE BY STATE CONTRACT**

RESOLVED: That the Board of Education approves the authorization of the Business Administrator/Board Secretary to advertise for bids, solicit quotations, purchase by State Contract or recommend for contract renewal the following items/services:

Air Conditioners	Custodial Uniforms	Office Paper
Alarms System Service/Install	Electrical Supplies	Paint
Athletic Supplies/Equipment	Electrical Work	Periodical Subscriptions
Auditorium Seating	Floor Repair/Tile Install	Photocopiers
Boiler Repair	Grounds Supplies/Equipment	Pupil Transp. Vehicles
Boiler Water Treatment	Gym/Classroom Floor Repair	Repl. Doors/Hardware
Bread and Rolls	Hand & Power Tools	Roofing Work
Building Materials	Heating Plant Modifications	School Furniture
Calculators	Ice Cream Products	School Health Supplies
Carpeting	Ind. Art Supplies/Equipment	School Supplies
Chalkboards/Bulletin Boards	Internet Service Provider	Science Supplies/Equipment
Commercial Printing	Janitorial Supplies	Sidewalk & Paving Work
Computers and Accessories	Locker Refinishing	Solid Waste Disposal
Computer Hardware Maint.	Milk & Dairy Products	Stage Drapery
Computer Networking	Office Furniture & Equipment	Ventilating Equipment

**15. APPROVAL OF DISCLOSURE ASSESSMENT SERVICES**

RESOLVED: That the Kearny Board of Education, based upon the recommendation of the Business Administrator/Board Secretary, hereby approves NW Financial Group, LLC to provide Financial Advisory Services for the Continuing Disclosure Compliance Obligations in relation to the Grant Anticipation Notes involved with the Kearny High School Noise Abatement Project at the flat fee of \$1,500 annually to provide the continuing disclosure services from July 1, 2015 through June 30, 2016.

**16. PROFESSIONAL APPOINTMENTS**

WHEREAS, there exists a need for board counsel services, auditing services, school physician services and school dental services, and;

WHEREAS, such board counsel services, auditing services, school physician services and school dental services can be provided only by specialized firms and individuals, and the below firms are so recognized as such a firm or individual and;

WHEREAS, funds are or will be available for this purpose.

NOW, THEREFORE, BE IT RESOLVED: That the Kearny Board of Education hereby approves the following:

- 1. The professional appointments of the below firms/individuals are retained for the term commencing January 8, 2018 until June 30, 2018:

**Dentist**..... Leonard Diamond, D.D.S.  
50 Midland Avenue  
Kearny, NJ 07032

**Custodian of School Monies** ..... Michael J. Lamprecht  
109 Melrose Avenue  
North Arlington, NJ 07031

**Union Contract Negotiator**..... Dennis Mc Keever, Esq.  
Sciarillo, Cornell, Merlino, Mc Keever & Osborne, LLC  
53 Cardinal Drive, #2  
Westfield, NJ 07090

**Architect-of-Record**..... DiCara Rubino Architects  
30 Galesi Drive,  
Wayne, NJ 07470

**Bond Counsel**..... Mc Manimon Scotland & Baumann, LLC  
75 Livingston Avenue – 2<sup>nd</sup> Floor  
Roseland, NJ 07068

**Construction Attorney**..... Sciarillo, Cornell, Merlino, Mc Keever & Osborne, LLC  
53 Cardinal Drive, #2  
Westfield, NJ 07090

**Board Attorney**..... Kenneth J. Lindenfelser, Esq.  
570 Kearny Avenue  
Kearny, NJ 07032

**Benefits Broker** ..... Brown & Brown Benefit Advisors  
Diane Conway, Asst. V.P.; Laura Fanuele, V.P.

- 2. The contracts are awarded without competitive bidding as “Professional Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18(A)(a)(1), because they are for services performed by persons authorized by law to practice a recognized profession.
- 3. A copy of this resolution, as well as any engagement letters or contracts shall be placed on file with the Secretary of the Board.

**17. SCHOOL BOARD MEMBER “CODE OF ETHICS”**

RESOLVED: That the Kearny Board of Education hereby adopts the following “Code of Ethics” as established by the New Jersey School Boards Association.

**CODE OF ETHICS FOR SCHOOL BOARD MEMBERS – 18A:12-24.1**

A school board member shall abide by the following Code of Ethics for School Board Members:

- 1. 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.

2. 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.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. 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.

**18. APPROVAL OF DISTRICT APPOINTMENTS**

RESOLVED: That the Kearny Board of Education hereby approves the following appointments for the term commencing January 8, 2018 to and including the date of the next Reorganization meeting:

<b><u>POSITION</u></b>	<b><u>NAME</u></b>
ADA Officer .....	Kelly Lindenfelser
Affirmative Action Officer .....	Donna Masters
Anti-Bullying Coordinator.....	Courtney McShane
AHERA Compliance Officer.....	Mark Bruscano
Board Secretary.....	H. Ronald Smith
Chemical Hygiene Officer .....	Wendy Kerr
Custodian of Records .....	H. Ronald Smith
504 Committee Coordinator.....	Kelly Lindenfelser
Homeless Liaison.....	Karen Ferrara
Indoor Air Quality Designee.....	Mark Bruscano
Integrated Pest Management Coordinator .....	Mark Bruscano
Issuing Officer for Working Papers .....	Neil Brohm
PEOSHA Officer .....	Mark Bruscano
Public Agency Compliance Officer.....	H. Ronald Smith
Qualified Purchasing Agent.....	H. Ronald Smith
Right-to-Know Officer .....	Mark Bruscano
School Safety Specialist .....	Mark Bruscano
Substance Awareness Coordinator .....	Courtney McShane
Title IX Coordinator .....	Donna Masters
Health and Wellness .....	Melissa Tigeleiro

**19. APPOINTMENT OF ACTING BOARD SECRETARY**

RESOLVED: That the Kearny Board of Education hereby approves the appointment of the Superintendent and/or Assistant to Business Administrator as Acting Board Secretary for emergency purposes.

**BOARD PRESIDENT SPEAKS**

President Mc Donald requested that Board members forward their preferences for Committee assignments within the next two weeks, adding that it is her intent to give the “non-veteran” Board members more responsibility as committee chairpersons to more quickly acclimate them to policies and procedures.

## **SUPERINTENDENT SPEAKS**

Mrs. Blood reminded Board members that if they have any questions whatsoever regarding their Board packet material, to feel free to contact her with questions.

## **MOTION RE: ADJOURNMENT**

It was moved by Mrs. Sherry, seconded by Mrs. Paris and unanimously carried by acclamation to adjourn the meeting.

## **MEETING ADJOURNED**

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Interim Business Administrator/  
Board Secretary