

SAYREVILLE BOARD OF EDUCATION  
REORGANIZATION MEETING  
JANUARY 2, 2018

I. CALL TO ORDER

II. PUBLIC ANNOUNCEMENT

IN ACCORDANCE WITH CHAPTER 231, P.L. Law 1975, this public reorganization meeting of the Sayreville Board of Education has been established by sending a copy of the public meeting notice to THE HOME NEWS TRIBUNE. In addition, copies of the announcement of this meeting have been sent to the Borough Clerk and a copy of the notice of the meeting has also been posted on the bulletin board outside of the Office of the Secretary to the Board.

III. PLEDGE OF ALLEGIANCE

IV. ANNOUNCEMENT OF THE OFFICIAL RESULTS OF THE BOARD ELECTION HELD ON NOVEMBER 7, 2017

<u>Three-Year Term Candidates</u>	<u>Votes</u>
Karen Rubio	<b>3,594</b>
Christopher Callahan	<b>3,240</b>
Phyllis Batko	<b>2,249</b>
Ryan De La Uz	2,149
Michael Macagnone	1,971

V. READING OF THE NEW JERSEY SCHOOL BOARDS ASSOCIATION CODE OF ETHICS FOR 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.

VI. SWEARING IN OF NEWLY ELECTED BOARD MEMBERS

VII. ROLL CALL

VIII. NOMINATION AND ELECTION OF OFFICES OF PRESIDENT AND VICE PRESIDENT

**IX. REORGANIZATION AGENDA**

1. The Superintendent recommends and so moves the Board of Education of Sayreville to approve Board meeting dates for the coming year:

Pursuant to Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, the following is a list of regular public meetings of the Board of Education of the Borough of Sayreville commencing January 16, 2018, at which meeting action may be taken on any matter legally brought before the Board of Education. These meetings shall take place at the Sayreville War Memorial High School cafeteria, at 6:30 PM Executive Session and 7:30 PM Public Session except as noted.

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|--|--|
| Tuesday, January 16, 2018  | <b>Wednesday, February 7, 2018</b>                 |
| Tuesday, February 20, 2018   | Tuesday, March 6, 2018 (Tentative Budget Adoption) |
| Tuesday, March 20, 2018  | Tuesday, April 17, 2018                            |
| Tuesday, May 1, 2018 (Public Hearing-Budget)                         | Tuesday, May 15, 2018                              |
| Tuesday, June 12, 2018 (2 <sup>nd</sup> Tuesday)                     | Tuesday, June 26, 2018 (4 <sup>th</sup> Tuesday)   |
| Tuesday, July 17, 2018   | Tuesday, August 28, 2018 (4 <sup>th</sup> Tuesday) |
| <b>Monday, September 17, 2018</b>                                    | Tuesday, October 16, 2018                          |
| Tuesday, November 20, 2018   | Tuesday, December 18, 2018                         |
| <b>Wednesday, January 2, 2019</b><br>(Annual Reorganization Meeting) |  |

It is hereby directed that this notice shall be posted in accordance with the previous Board Resolution, mailed to the various newspapers in accordance with previous Board Resolution, mailed to those persons requesting said notice in accordance with previous Board Resolution and also published by the Board of Education in the legal advertisement section in the official newspapers of this Board of Education.

2. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Secretary for the period of January 2, 2018 through January 2, 2019.

WHEREAS, N.J.S.A. 18A:17-5 requires the appointment of a Board Secretary.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Erin Hill as Board Secretary for the period of January 2, 2018 through January 2, 2019.

3. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Public Agency Compliance Officer for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education has been made aware of the need for compliance with P.L. 1975, C.1237, (NJAC 17:27-3.2) and

WHEREAS, as part of that compliance an officer or employee must be designated as Public Agency Compliance Officer,

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Erin Hill, the Business Administrator/Board Secretary as the Public Agency Compliance Officer (P.A.C.O.) for contracts for the period January 2, 2018 through January 2, 2019.

4. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming a Qualified Purchasing Agent for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education wishes to recognize that Erin Hill is a Qualified Purchasing Agent pursuant to the Public School Contracts Law.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Erin Hill, the Business Administrator/Board Secretary as the Board's Qualified Purchasing Agent who may exercise the duties of a Qualified Purchasing Agent pursuant to N.J.S.A. 18A:18A-3 and N.J.S.A. 18A:18A-2b for the period of January 2, 2018 through January 2, 2019.

5. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming Erin Hill as the Custodian of Records (OPRA) for the district for the period of January 2, 2018 through January 2, 2019.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Erin Hill as the Custodian of Records (OPRA) for the period of January 2, 2018 through January 2, 2019.

6. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming Edward Aguires as the Affirmative Action Officer for the district for the period of January 2, 2018 through January 2, 2019.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Edward Aguires as the Affirmative Action Officer for the period of January 2, 2018 through January 2, 2019.

7. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming David Knaster as the McKinney Vento and Educational Stability (displaced) Liaison for the district for the period of January 2, 2018 through January 2, 2019.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints David Knaster as the McKinney Vento and Educational Stability (displaced) Liaison for the period of January 2, 2018 through January 2, 2019.

8. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming James Kolmansperger as the Integrated Pest Management Coordinator for the district for the period of January 2, 2018 through January 2, 2019.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints James Kolmansperger as the Integrated Pest Management Coordinator for the period of January 2, 2018 through January 2, 2019.

9. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Treasurer of School Monies for the period of January 2, 2018 through January 2, 2019.

WHEREAS N.J.S.A. 18A:17-31 requires the appointment of a Treasurer of School Monies.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Nicole M. Petrone as the Treasurer of School Monies for the period of January 2, 2018 through January 2, 2019.

10. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Attorney for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education requires the professional services of a Board Attorney.

NOW THEREFORE BE IT RESOLVED that the law firm of Busch Law Group be appointed as legal counsel to the Sayreville Board of Education; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period of January 2, 2018 through January 2, 2019.

11. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Architect for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education requires the professional services of a Board Architect.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints the firm of DIGroup Architecture, LLC, as Architects, and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period of January 2, 2018 through January 2, 2019.

**WITHDRAWN**

12. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Engineer for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education requires the professional services of a Board Engineer.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints the firm of CME Associates, as Engineers, and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period of January 2, 2018 through January 2, 2019.

13. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Health Insurance Broker for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education requires the professional services of a Board Health Insurance Broker.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints the firm of Arthur J. Gallagher & Company, as Health Insurance Broker, and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period of January 2, 2018 through January 2, 2019.

14. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Insurance Property and Casualty Insurance Consultant for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education requires the professional services of a Board Property and Casualty Insurance Consultant.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints the firm of Willis Towers Watson, as Property and Casualty Insurance Consultant, and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period of January 2, 2018 through January 2, 2019.

15. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Physician for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education requires the professional services of a Board Physician.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Robert S. Salston, MD as Board Physician, and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period of January 2, 2018 through January 2, 2019.

16. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Medical Consultant for the period of January 2, 2018 through January 2, 2019.

WHEREAS the Sayreville Board of Education requires the professional services of a Board Medical Consultant.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints Michael J. Simon, MD as Board Medical Consultant, and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period of January 2, 2018 through January 2, 2019.

17. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the Board Auditor for the period of January 2, 2018 through January 2, 2019.

WHEREAS N.J.S.A. 18A:23-1 requires the appointment of an Auditor of the Board of Education's financial records.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education appoints the firm of Samuel Klein & Company, as Board Auditors, and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding inasmuch as the contracting of professional services is exempt therefrom pursuant to the provisions of the Public School Contracts Law as provided in N.J.S.A. 18A:18A-5 for the period January 2, 2018 through January 2, 2019.

18. The Superintendent recommends and so moves the Board of Education of Sayreville to approve the following Tax Shelter Annuity Companies and/or Brokers for the period of January 2, 2018 through January 2, 2019:

AIG Retirement (Valic)  
AXA Equitable  
Legend Group  
MetLife Investors (MLR)  
MetLife of CT (Citi Street)

19. The Superintendent recommends and so moves the Board of Education of Sayreville to approve the following Disability Insurance Plans for the period of January 2, 2018 through January 2, 2019:

AFLAC  
Prudential  
NJ Municipality Group Marketing

20. The Superintendent recommends and so moves the Board of Education of Sayreville to approve setting policy and certain fiscal procedures for the period of January 2, 2018 through January 2, 2019.



WHEREAS this Board of Education is required by law to hold a reorganization meeting on this day and at said reorganization meeting to perform certain acts in making certain appointments as required by law; and

WHEREAS, it would be to the best interest of this school district to ratify all of the existing rules, regulations and policies of previous Boards of Education:

NOW THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Sayreville, County of Middlesex, New Jersey, as follows:

The President and Secretary of this Board and the Treasurer of School Funds are hereby authorized as persons to sign the checks of this Board.

No contract or legal documents will bind the Sayreville Board of Education unless executed by the President and Secretary. In the absence of the Secretary, the Assistant Superintendent and/or the Superintendent of Schools will execute such documents.

In the matters of checks issued by the Board of Education, with the exception of payroll checks, all other checks must have signature of the President, Treasurer and Secretary. In the absence of the President or Secretary, the Vice President and Assistant Superintendent and/or Superintendent of Schools signatures are required.

21. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming official newspapers of the Board for the period of January 2, 2018 through January 2, 2019.

WHEREAS N.J.S.A. 18A:18A-1 et seq. requires the Board to designate an official newspaper.

NOW THEREFORE BE IT RESOLVED that the Sayreville Board of Education names The Home News Tribune and The Star-Ledger as the official newspapers of the Sayreville Board of Education for the period of January 2, 2018 through January 2, 2019.

22. The Superintendent recommends and so moves the Board of Education of Sayreville to approve naming the official depositories of the Board for the period of January 2, 2018 through January 2, 2019.

WHEREAS this Board of Education is required by N.J.S.A. 18A:17-34 to designate a depository of school monies.

NOW THEREFORE BE IT RESOLVED that the Amboy Bank, MBIA and Bank of America are hereby designated and established as the official depositories for the funds of this school district for the period January 2, 2018 through January 2, 2019.

<b>BANK</b>	<b>ACCOUNT</b>	<b>ACCOUNT #</b>
MBIA	Investment	-2501
Amboy Bank	Operating	-9302
Amboy Bank	Cafeteria	-2028
Amboy Bank	SWMHS Athletic	-2257
Bank of America	SWMHS Investments	Various
Amboy Bank	Investments	Various
Amboy Bank	Operating	-302
Amboy Bank	Operating	-50387
Amboy Bank	Operating	-005
Amboy Bank	Payroll	-6046
Amboy Bank	Payroll Agency	-9509
Amboy Bank	Unemployment	-3731
Amboy Bank	SWMHS Activities	-4087
Amboy Bank	SMS Activities	-3220
Amboy Bank	SMS Activities	-83117
Amboy Bank	Eisenhower School	-3662
Amboy Bank	Wilson School	-3212
Amboy Bank	Truman School	-3174
Amboy Bank	Arleth School	-3131
Amboy Bank	UES Activities	-1251
Amboy Bank	Flexible Spending	-3855
Amboy Bank	Petty Cash	-7005
Amboy Bank	Prescription	-1951

23. The Superintendent recommends and so moves the Board of Education of Sayreville to approve a petty cash fund for the Superintendent's Office for the period of July 1, 2017 through June 30, 2018, during the current fiscal year in accordance with N.J.S.A. 18A:19-13 and Title 6A of the N.J.A.C. 6A:23A-16.8.

X. PUBLIC PARTICIPATION ON REORGANIZATION AGENDA ITEMS ONLY

XI. REORGANIZATION AGENDA APPROVAL

XII. EXECUTIVE SESSION

XIII. SUPERINTENDENT'S REPORT OVERVIEW

**XIV. SUPERINTENDENT'S REPORT****A – VISION 2030: STUDENT ACHIEVEMENT****Discussion Item: Committee Report****CO-CURRICULUM**

1. The Superintendent recommends and so moves the Board of Education of Sayreville to approve an informational meeting on the topic of Standards Based Report Cards on Wednesday, January 3, 2018 at 7:00 pm in the Samsel Upper Elementary School cafeteria.

**B – VISION 2030: GOVERNANCE****Discussion Item: Committee Reports**

1. The Superintendent recommends and so moves the Board of Education of Sayreville to approve the December 2017 HIB Report, including any investigations and/or recommendations for action provided by the Superintendent (attached to preserve confidentiality).

<b>Month</b>	<b>SWMHS</b>	<b>SMS</b>	<b>SUES</b>	<b>Arleth</b>	<b>Eisenhower</b>	<b>Truman</b>	<b>Wilson</b>	<b>Totals</b>
<b>September</b>								
Number of Incidents Reported and Investigated	0	3	1	2	0	0	0	<b>6</b>
Number of Confirmed Cases	0	1	0	0	0	0	0	<b>1</b>
<b>October</b>								
Number of Incidents Reported and Investigated	2	11	3	3	1	0	0	<b>20</b>
Number of Confirmed Cases	1	5	1	0	1	0	0	<b>8</b>
<b>November</b>								
Number of Incidents Reported and Investigated	0	13	5	1	1	4	0	<b>24</b>
Number of Confirmed Cases	0	5	4	0	0	0	0	<b>9</b>
<b>December</b>								
Number of Incidents Reported and Investigated	5	11	6	0	0	1	0	<b>23</b>
Number of Confirmed Cases	1	1	1	0	0	0	0	<b>3</b>

Month	SWMHS	SMS	SUES	Arleth	Eisenhower	Truman	Wilson	Totals
<b>January – As of 1/1/18</b>								
Number of Incidents Reported and Investigated	0	0	0	0	0	0	0	<b>0</b>
Number of Confirmed Cases	0	0	0	0	0	0	0	<b>0</b>
<b>TOTALS</b>								
<b>Number of Incidents Reported and Investigated</b>	<b>7</b>	<b>38</b>	<b>15</b>	<b>6</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>73</b>
<b>Number of Confirmed Cases</b>	<b>2</b>	<b>12</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>21</b>

**C – VISION 2030: PERSONNEL**  
**Discussion Item: Committee Reports**

**Approval of Transfers**

1. The Superintendent recommends and so moves the Board of Education of Sayreville to approve the assignment transfers indicated below for school year 2017-18.

Name	Transfer From	Transfer To	Effective Date
Coyle, Abigail <i>(L. DiStaulo)</i>	K-1 Teacher Eisenhower	K-1 Teacher Arleth	01/02/2018
Taylor, Amanda <i>(A. Coyle)</i>	K-1 Teacher Arleth	K-1 Eisenhower	01/02/2018

**Approval of New Hires and Modifications**

2. The Superintendent recommends and so moves the Board of Education of Sayreville to approve the employment of the following personnel (Certificated) for school year 2017-18 at the salaries and assignments indicated below. *Any changes made to previous approval are in **bold** type.*

Name	Location	Assignment	2017-18 Salary	Effective Dates	Track
Esteban, Syra <i>(M. Dulski)</i>	<b>Truman</b>	<b>Replacement</b> Grade 2 Teacher	Prorated \$49,500 (MA, Step A)	01/02/2018 through 02/28/2018	Non Tenure
Hayes, Jennifer <i>(A. Taylor)</i>	Eisenhower	Replacement Grade 1 Teacher	Prorated \$49,500 (MA, Step A)	01/04/2018 through 06/30/2018	Non Tenure

Name	Location	Assignment	2017-18 Salary	Effective Dates	Track
Salum, Michael <i>(T. Gentile)</i>	District	Supervisor of Social Studies, Related Arts and Extra Curricular Activities	Prorated \$94,275 (Step 1 Supervisors' Guide)	<b>On or before 02/28/2018 through 06/30/2018</b>	Tenure

XV. PUBLIC PARTICIPATION ON SUPERINTENDENT'S AGENDA ONLY

XVI. SUPERINTENDENT'S REPORT APPROVAL

XVII. DISCUSSION

XVIII. PUBLIC PARTICIPATION

XIX. NEXT MEETING DATES

- January 16, 2018
- February 6, 2018

XX. ADJOURNMENT

Time: \_\_\_\_\_