

MARGATE CITY BOARD OF EDUCATION
ORGANIZATION MEETING
MAY 16, 2019
5:45 P.M.

1. Call to Order by Board Secretary
2. Pledge of Allegiance
3. Certification of Notice
4. Notice of the reappointment of Dr. Joel Frankel for a three-year term as Member of the Board of Education which will expire on May 16, 2022 was given by Mayor Michael Becker.
5. Notice of the reappointment of Jack Sorensen for a three-year term as Member of the Board of Education which will expire on May 16, 2022 was given by Mayor Michael Becker
6. Swearing in of Board Members
7. Roll Call
8. Motion to appoint Board Secretary as Temporary Chair to conduct elections.
9. Nominations for President - Cast the Ballot
10. Motion to Close Nominations - Roll Call Vote
 - a. *Newly elected President assumes chair*
11. Nominations for Vice-President - Cast the Ballot
12. Motion to Close Nominations - Roll Call Vote
13. Public Comment
14. Motion to organize under Article 10-3, New Jersey Statutes, and adoption of the Schedule of Meeting for the 2019-2020 school year. (Attachment)
15. Designation of Depositories for District Funds for the 2019-2020 school year:
 - a. Ocean First Bank
16. Resolution on Rules, Regulations, Policies, and Curriculum.
17. Adoption of the School Curriculum as outlined.
18. Appointment of Jennifer Germana as School Business Administrator/Board Secretary for one year commencing May 16, 2019.

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19. Appointment of Lauren Cohen as Affirmative Action Officer for one year commencing July 1, 2019.
20. Appointment of Eric Goldstein, of Nehmad, Perillo, Davis & Goldstein, PA as Board Solicitor for one year commencing July 1, 2019 at a fee of \$140.00 per hour plus expenses.
21. Appointment of Spiezle Architectural as the architect of record for one year commencing July 1, 2019.
22. Appointment of the firm of Ford Scott. and Associates, CPA's as School Auditors for one year at an annual audit fee not to exceed \$17,200.00 including the Child Nutrition Audit, assuming that there are no major variations in the condition of the district's records.
23. Approve the Peer Review Report of the auditing firm of Ford Scott and Associates, LLC as follows:
24. We, the Board of Education of the City of Margate, hereby acknowledge receipt of and satisfactory review and evaluation of the Peer Review Report submitted to us by the auditing firm of Ford Scott and Associates, LLC
25. Approve Siracusa-Kaufman Insurance Agency as the School Insurance agent for one year commencing July 1, 2019.
26. Approve Innovative Risk Solutions as the School Health Benefit Insurance Broker - no fee paid directly to broker; Commissions at 4% for medical and prescription with Innovative Risk receiving 2.5% and Brown and Brown receiving 1.5%; Commission for Dental is 10% for the first \$5,000 in premiums, 4% for the next \$95,000 in premiums and 3% for any premium exceeding \$100,000. Commissions are no increase over the current year. This service is awarded as an Extraordinary Unspecifiable Service as allowed under NJSA 40A:11-5(1)(a)(ii) and NJAC 5:34-2.3(b).
27. Appointment of the Facilities Director as Indoor Air Quality Designee.
28. Appointment of the Facilities Director as Integrated Pest Management Coordinator.
29. Approval of the IPM (Integrated Pest Management) Plan
30. Appointment of Middle School Principal as their designees as Issuing Officer for Working Papers.
31. Appointment of the Facilities Director as the Right to Know Officer.
32. Appointment of Facilities Director as Safety & Health Designee.

33. Appointment of the Facilities Director as Asbestos Management and PEOSA Officer/Coordinator.
34. Appointment of Ryan Gaskill as 504 Committee Coordinator.
35. Appointment of Ryan Gaskill as ADA Officer.
36. Appointment of Ryan Gaskill as Homeless Liaison.
37. Approve the payment of bills between board meetings on a limited basis. All payments must be approved by the Superintendent and Business Administrator. All checks issued must include all required signatures, and the payment must be included in the bills list at the board meeting immediately following any such transactions.
38. Appointment of Jennifer Germana, or her designee, as Custodian of a Government Record for one year commencing July 1, 2019.
39. Approve the Superintendent or designee to approve budget transfers as needed between meetings of the Board of Education and report those transfers for ratification to the Board not less than monthly and in accordance with the statutes and regulations of the NJ State Department of Education.
40. Adoption of Resolution in accordance with the Public School Contracts Law as outlined.
41. Adoption of Resolution authoring the procurement of goods and services through State Agency Contracts.
42. Designation of Official Newspapers: The Press and The Current
43. Designation of Jennifer Germana as the Public Agency Compliance Officer (P.A.C.O.) for one year commencing July 1, 2019.
44. The Board of Education, pursuant to N.J.S.A. 18A:18A-3(a), designates Jennifer Germana, School Business Administrator, Board Secretary, as the Purchasing Agent for the Board of Education and authorizes her to award contracts, in full accordance with the law, for purchases that do not exceed in the aggregate in a contract year the total sum of \$40,000.00 (bid threshold) without public advertising for bids and the threshold for quotations is \$6,000. Furthermore, Jennifer Germana is authorized to solicit competitive quotations pursuant to N.J.S.A. 18A:18A-37 (a) and to award contracts pursuant to N.J.S.A. 18A:18A-37(c). In the absence or unavailability of the Purchasing Agent, the board hereby authorizes Dr. Thomas Baruffi, Superintendent, to award contracts pursuant to N.J.S.A. 18A:18A-3(a).

45. Approve 2019-2020 Purchasing Manual

46. Authorization to Sign Checks:

- a. Board authorization for President and/or Vice President, Board Secretary and Superintendent of Schools to sign all Current Operating Fund, Agency Account and Food Service Account checks for the 2019-2020 school year.
- b. Board authorization for Superintendent of Schools to sign all Net Payroll Account and Section 125 Plan checks for the 2019-2020 school year.
- c. Board authorization for Superintendent and Board Secretary to sign all Student Activity Account and Joan Schwenk Account checks for the 2019-2020 school year.
- d. Board authorization for Superintendent and/or Board Secretary to sign withdrawals for the Unemployment Compensation Insurance Trust Fund Account for the 2019-2020 school year.

47. Adoption of the Margate Board of Education Organizational Chart.

48. Approve adoption of updated Safety and Security Plan

49. Approval of Petty Cash Funds for the 2019-2020 school year as follows:

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| 1. Board of Education | \$100.00 |
| 2. E. A. Tighe School | \$100.00 |
| 3. W. H. Ross, III School | \$100.00 |

50. Acceptance and approval of the School District Payment Schedule by the City of Margate to the Margate City School District for the period of July 1, 2019 to December 31, 2019.

51. Approve Substitute Pay Rates for the 19-20 school year:

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|----------------------------|-----------|
| 1. Substitute Teacher/Aide | \$80.00 |
| 2. Substitute Nurse | \$100.00 |
| 3. Substitute Bus Driver | \$18/hour |

52. Approve Cooperative Agreements with the following:

1. Education Services Commission New Jersey
2. Hunterdon County Educational Services Commission
3. Camden County Educational Services Commission
4. Atlantic County Special Services School District
5. Camden County Special Services School District
6. Sourcewell Cooperative

53. Approve the recognition of the district's bargaining units as the Margate Education Association and the Margate Principal and Supervisor Association.
54. Discussion of the School Ethics Act and the Code of Ethics for School Board Members, pursuant to N.J.S.A. 18A:12-24 et seq.
55. Signing of acknowledgement of receipt of the Code of Ethics for School Board Members.
56. Finance and Agenda Committee Schedules
57. Adjournment