

PARK RIDGE BOARD OF EDUCATION

PARK RIDGE, NEW JERSEY

REORGANIZATION MEETING MINUTES

High School Little Theater

WEDNESDAY, JANUARY 4, 2023

7:00 P.M. Public

I. Call to Order

The meeting was called to order by Mr. Wright at 7:00 p.m.

Roll Call

J. Bucco	J. Pierotti	N. Agoos	L. Sum	D. Clare	A. Wagner	D. Bradler
X	X	X	X	A	X	X

Also Present:

Dr. Robert Gamper Robert Wright

Pledge of Allegiance was led by Mr. Wright.

Reading of the "Open Public Meetings Act" by Mr. Wright.

OPEN PUBLIC MEETINGS ACT

This is to advise the general public and to instruct that it be recorded in the minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Park Ridge Board of Education on January 10, 2022 caused to be posted at the Office of the Board of Education located at 85 Pascack Road, Park Ridge, New Jersey and on January 10, 2022 sent to The Record, 1 Garret Mountain Plaza, P.O. Box 471, Woodland Park, NJ 07424-0471 and The Ridgewood News, 1 Garrett Mountain Plaza, PO Box 471, Woodland Park NJ 07424-0471 and on January 10, 2022 delivered to the Office of the Municipal Clerk of Park Ridge and the Park Ridge Public Library a meeting notice setting forth the time, date and location of this meeting.

Public participation may be limited to 3 minutes per person.

Mr. Wright administered the Oath of Office to Mr. Joseph Bucco, Jr. and Mr. John Pierotti, Jr.

Both members were sworn in with a term to expire in 2025.

II. ORGANIZATION MEETING Superintendent's/Business Administrator's Report:

A. RESULTS OF THE ELECTION:

CANDIDATES – 2 Members for 3 years:

	<u>Mail-In</u>	<u>Absentee</u>	<u>Provisional</u>	<u>Total</u>
John B. Pierotti, Jr.	180	0	17	1304
Joseph Bucco, Jr.	148	0	16	1141
Leann Frank	135	0	18	868
Erin Kate Comeau	119	0	11	832
Liza Falato-Lau	129	0	15	791

Mr. Wright reviewed the official results of the November Board election.

NOMINATIONS AND ELECTION OF A PRESIDENT

Mr. Wright asked for a nomination for Board President.

Ms. Wagner moved the nomination of David Bradler for President.

Ms. Sum seconded the motion.

Roll call for election of Mr. Bradler as President passed as follows:

M: AW S: LS
 JB JP NA LS DC AW DB
 Y Y Y Y A Y Y

B. NOMINATIONS AND ELECTION OF A VICE-PRESIDENT

Mr. Bradler asked for a nomination for Vice-President.

Mr. Pierotti moved the nomination of *Ms. Wagner* for Vice-President.

Mr. Bucco seconded the motion.

Roll call for election of Amara Wagner as Vice-President passed as follows:

M: JP S: JB
 JB JP NA LS DC AW DB
 Y Y Y Y A Y Y

- C. PUBLIC PARTICIPATION – LIMITED TO AGENDA ITEMS - NONE**
Public participation may be limited to 3 minutes per person.

D. CONSENT AGENDA

The Board reviewed the Consent agenda. A change was made to the May meeting date. There was a discussion on committee appointments. The Board agreed to the following committee assignments.

Buildings & Grounds/Security

Chairperson – David Bradler

Members – Amara Wagner, Joseph Bucco

Community Relations

Chairperson – Lauren Sum

Members – David Bradler, Joseph Bucco

Education/Technology

Chairperson – Amara Wagner

Members – Natalie Agoos, Deborah Clare

Finance

Chairperson – Deborah Clare

Members – Lauren Sum, John Pierotti

Personnel/Negotiations

Chairperson – John Pierotti

Members – Lauren Sum, Natalie Agoos

Policy Committee

Chairperson – Natalie Agoos

Members – Amara Wagner, David Bradler

Ad Hoc: Housing & Development

Chairperson – John Pierotti

Members – Joseph Bucco, Deborah Clare

The Board then appointed David Bradler as the Board delegate to New Jersey School Boards and Amara Wagner as the Board Delegate to Bergen County School Boards.

The Board reviewed the resolutions in Education and Finance and added those to the Consent Agenda. The consent Agenda then passed as follows:

M: AW S: NA

JB JP NA LS DC AW DB

Y Y Y Y A Y Y

III. HEARING OF CITIZENS – NONE

IV. BOARD COMMENTS – NEW/UNFINISHED BUSINESS

Dr. Gamper updated the Board on the Security Guard issue. He reported that he met with Chief Madden and reviewed sample agreements. He explained that once approved by the Board, the interviews would be done, and the Town Council would vote on the appointments. Dr. Gamper did mention that the Chief informed him of additional costs that the Board would be expected to pay. Overall, the process is moving forward.

Dr. Gamper then updated the Board on the High School Gym/Locker room project. He informed the Board that the Architect will be getting a professional estimator to review the plans and check their projected cost estimates.

The Board asked if there was an update on the Laptop/Screen issue. Dr. Gamper indicated that there was no new information to report.

V. ADJOURNMENT – 7:51 pm

M: AW S: LS
JB JP NA LS DC AW DB
Y Y Y Y A Y Y

Robert Wright
Board Administrator/ Board Secretary

RESOLUTIONS FOR CONSENT AGENDA (XIII)

1. **PAYMENT OF VOUCHERS**
Authorize the payment of vouchers that are due and payable each month prior to the regular meeting of the Board, including payroll, health benefits, debt service, social securities, and investments.
2. **APPROVAL OF VOUCHERS**
Designate the Board Members on a rotating basis to review vouchers contained on the monthly List of Bills.
3. **CHART OF ACCOUNTS**
Approval of the continuation of the Uniform Minimum Chart of Accounts in accordance with State statutes.
4. **LEGAL NEWSPAPERS**
The Ridgewood News and The Record are appointed as the legal newspapers for advertisements. The Record is designated for legal notices; The Ridgewood News is being recommended in order to provide flexibility for emergencies.
5. **FACSIMILE SIGNATURE**
The Park Ridge Board of Education approves the use of facsimile signatures of the Board President for the Operating Account.
6. **TIME AND PLACE OF REGULAR MONTHLY MEETING** – Pursuant to Board Policy #0154.

The Regular Monthly Meetings of the Park Ridge Board of Education will generally be held on the third Monday of each month at 7:00 p.m. in the Little Theater of the Park Ridge High School, except as indicated.

The dates for the regular monthly meetings are as follows:

January 23, 2023	August 28, 2023
February 13, 2023	September 18, 2023
March 20, 2023	October 16, 2023
April 24, 2023	November 20, 2023
May 22, 2023	December 18, 2023
June 19, 2023	

January 3, 2024 Reorganization Meeting

Other meetings will be designated as Special Meetings and advertised as needed.

7. DEPOSITORIES AND SIGNATURES JANUARY 1, 2023 THROUGH THE NEXT REORGANIZATION MEETING:

N.J.S.A. 17:9-9; 18a:17-34 and 18A:19-1
Bank – Lakeland Bank

- A. AGENCY ACCOUNT #XXXXX8117
SBA/BS, Robert Wright
and
Superintendent, Dr. Robert Gamper
or
Assistant to SBA/BS, Grace Biancorosso
- B. PAYROLL ACCOUNT #XXXXX8125
Superintendent, Dr. Robert Gamper
- C. UNEMPLOYMENT COMPENSATION ACCOUNT #XXXXX8141
SBA/BS, Robert Wright
and
Superintendent, Dr. Robert Gamper
or
Assistant to SBA/BS, Grace Biancorosso
- D. OPERATING ACCOUNT #XXXXX8109
President or V.P.
and
SBA/BS, Robert Wright
and
Superintendent, Dr. Robert Gamper
or
Assistant to SBA/BS, Grace Biancorosso
- E. MERCHANT SERVICES DEPOSIT ACCOUNT #XXXXX8222
- F. MERCHANT ACCOUNT – FOOD SERVICES DEPOSIT ACCOUNT #XXXXX9792
- G. ATHLETIC ACCOUNT #XXXXX8168
SBA/BS, Robert Wright
and/or
Superintendent, Dr. Robert Gamper

and/or
Assistant to SBA/BS, Grace Biancorosso

- H. EXTRA CURRICULAR ACCOUNT #XXXXXX8176
SBA/BS, Robert Wright
and/or
Superintendent, Dr. Robert Gamper
and/or
Assistant to SBA/BS, Grace Biancorosso
- I. PARK RIDGE BOARD OF EDUCATION ERNA FOLKENS TRUST
Account #XXXXXX8184
SBA/BS, Robert Wright
or
Superintendent, Dr. Robert Gamper
or
Assistant to SBA/BS, Grace Biancorosso
or
Assistant Business Administrator, Krista Kersting
- J. PARK RIDGE BOARD OF EDUCATION VARSITY CLUB, A/C #XXXXXX8192
SBA/BS, Robert Wright
or
Superintendent, Dr. Robert Gamper
and
Assistant to SBA/BS, Grace Biancorosso
- K. ROLAND C. QUACKENBUSH SCHOLARSHIP FUND, A/C #XXXXXX8206
- L. BEER FAMILY SCHOLARSHIP FUND, A/C #XXXXXX8214
- M. WASHNIK AWARD SCHOLARSHIP FUND, A/C #XXXXXX9571
- N. ICS INVESTMENT ACCOUNT, A/C# XXXXX9539
- O. JOHANNA MULHALL SCHOLARSHIP ACCOUNT, Managed by State of New Jersey Cash Management Fund A/C #XXXXXXXX8171
- P. ANDREW AND MARIE JOHNSON PRIZE, Managed by son, Edward Johnson through Vanguard Wellington
A/C #0021/XXXXXX9226

8. **DEPOSITORIES AND INVESTMENTS**

Pursuant to Title 17:12b-241, the Park Ridge Board of Education to authorize Robert Wright, School Business Administrator/Board Secretary and/or Krista Kersting, Assistant Business Administrator, to invest school funds and order wire transfers, if necessary to complete the transaction, in one or more accounts in any insured bank, whose principal office is located in New Jersey in any amount up to, but not exceeding, the amounts for which such accounts are insured.

Additionally, the Park Ridge Board of Education may invest in Cash Management Plans subject to the provisions outlined in LFN 2017-24R and as amended by P.L. 2018 c.40 which stipulates that funds be initially invested through a public depository participating in the Governmental Unit Deposit Protection Act (GUDPA) and that 100 percent of the principal and interest of each deposit is insured by the Federal deposit Insurance Corporation (FDIC).

9. **PETTY CASH FUND**

Approval of the petty cash fund, as per Policy 6620.

10. **FLEXIBLE SPENDING PLAN**

Approval of the continuation of the district's flexible spending plan with Aflac.

11. **403(b) AND 457 DEFERRED COMPENSATION PLANS**

Approval of the continuation of the district's 403(b) and 457 deferred compensation plans and waiver of coverage incentive plan.

12. **ORGANIZATIONAL CHART**

Approval of Organizational Chart, as listed under Policy 1110.

13. **SECTION 125/CAFETERIA PLAN**

The Park Ridge Board of Education to authorize the Premium Conversion Plan, the "Plan," effective January 1, 2019, to allow eligible employees to elect to reduce their cash compensation in consideration of their receipt of certain employee and dependent health care coverage under the employer sponsored health plans. This Plan is intended to qualify as a "cafeteria plan" within the meaning of Section 125 of the Internal Revenue Code.

14. **RE-ADOPTION OF BOARD POLICIES**

The Park Ridge Board of Education to re-adopt Board Policies and Regulations on file and shall remain in effect until the next organizational meeting unless otherwise amended.

15. **JOB DESCRIPTIONS**

The Park Ridge Board of Education to re-approve job descriptions, which are on file in the Superintendent's office.

16. **DISTRICT MISSION & VISION STATEMENT**

The Park Ridge Board of Education to approve the District Mission Statement.

17. **CUSTODIAN OF RECORDS**

The Park Ridge Board of Education to approve Robert Wright as Custodian of Records.

18. **QUALIFIED PURCHASING AGENT**

The Park Ridge Board of Education to approve Robert Wright as the district's Qualified Purchasing Agent.

19. **INTEGRATED PEST MANAGEMENT COORDINATOR (IPM)**

The Park Ridge Board of Education to approve Thomas Lepore as the IPM.

20. **AFFIRMATIVE ACTION OFFICER**

The Park Ridge Board of Education to approve Troy Lederman as Public Agency Compliance (Affirmative Action) Officer of the Park Ridge School District.

21. **PUBLIC COMPLIANCE OFFICER**

The Park Ridge Board of Education to approve Robert Wright as the district Public Agency Compliance Officer (P.A.C.O.).

22. **504 COMPLIANCE OFFICER**

The Park Ridge Board of Education to approve Jill Connolly as the district 504 Compliance Officer.

23. **HIB COORDINATOR AND COMMITTEE/SPECIALISTS**

The Park Ridge Board of Education to approve the following for the Park Ridge School District:

- Jill Connolly as HIB Coordinator
- Specialists
 - Jennifer Ostrowski East Brook
 - Tamar Keller-Moczarski West Ridge
 - Andrew Yeager High School

24. **AHERA**

The Park Ridge Board of Education to approve Robert Wright as the AHERA Coordinator.

25. **FEES FOR COPIES**

Approval of continuation of fees for copies of public documents as follows:

- .75 per page for first ten pages
- .50 per page for next 11-20 pages
- .25 per page for over 20 pages

26. **BID AUTHORIZATION**

The Park Ridge Board of Education to authorize the Board Secretary/Business Administrator to advertise for bids in accordance with the provisions of Title 18A:18A 'Public School Contracts Law' in The Record or The Ridgewood News whenever appropriate for the period through the next Organizational Meeting. Such bids for goods and/or services are to be in accordance with prepared bid specifications and to be opened at the office of the Board Secretary/Business Administrator not less than 10 days subsequent to advertising.

27. **SAFETY AND HEALTH**

The Park Ridge Board of Education to approve Robert Wright as the district's Safety and Health Coordinator.

28. **SUBSTANCE AWARENESS**

The Park Ridge Board of Education to approve Andrew Yeager as the Substance Awareness Coordinator.

29. **RIGHT-TO-KNOW**

The Park Ridge Board of Education to approve Robert Wright as the Right-To-Know Coordinator.

30. **CODE OF ETHICS**

The Park Ridge Board of Education to discuss and approve the Code of Ethics. Each board member has to acknowledge and sign the receipt.

31. **APPROVAL OF COMMITTEES BY THE BOARD**

- A. Ad Hoc Committees
 - 1) Finance Committee
 - 2) Buildings & Grounds/Security Committee
 - 3) Education/Technology Committee
 - 4) Personnel /Negotiations Committee
 - 5) Community Relations
 - 6) Housing & Development
 - 7) Policy Committee
- B. Delegates to:
 - 1) New Jersey School Boards Association
 - 2) Bergen County School Boards Association

32. SCHOOL BOOSTER CLUBS

The Park Ridge Board of Education recognizes the following school Booster Clubs:

S.P.A. - Supporters of the Performing Arts
Park Ridge HS Band

Park Ridge Athletic Booster Clubs:

Cheerleader
Football
Boys and Girls Soccer
Volleyball
Wrestling
Baseball
Basketball
Softball
Track
Boys and Girls Lacrosse
Operation Graduation (OpGrad)

33. ELECTRONIC FUNDS TRANSFER

The Park Ridge Board of Education approves Robert Wright or Krista Kersting to initiate ACH payments for the district.

EDUCATION RESOLUTIONS

E1. The Park Ridge Board of Education approves the tuition for the following students for the 2022/23 school year:

<u>STUDENT</u>	<u>PLACEMENT</u>	<u>DATES</u>	<u>AMOUNT NOT TO EXCEED</u>
915 – 070	Franklin Lakes School District CAP Program Tuition and 1:1 Aide Franklin Lakes, NJ	9/1/2022 – 6/30/2023	\$125,000.00

M: S:
JB JP NA LS DC AW DB

FINANCE RESOLUTIONS

F1. The Park Ridge Board of Education approves the appointment of Parette Somjen Architects LLC., to provide architectural services to the district for the period of January 1, 2023 through December 31, 2023.

M: S:
JB JP NA LS DC AW DB

F2. The Park Ridge Board of Education approves the appointment of the following legal firms, per Board Policy 0153, for the period of January 1, 2023, through December 31, 2023:

- Cleary, Giacobbe, Alfieri, Jacobs, L.L.C. - School Attorney
- Machado Law Group – Counsel for Special Services
- Wilentz Goldman & Spitzer - Bond Counsel
- Lerch, Vinci, Higgins, LLP – School Auditor

M: S:
JB JP NA LS DC AW DB

F3. The Park Ridge Board of Education approves the following vendors for the period of January 1, 2023, through December 31, 2023, who will exceed the bid threshold:

- Cleary, Giacobbe, Alfieri, Jacobs, L.L.C.
- Machado Law Group
- Parette Somjen Architects
- Karl Environmental Group

M: S:
JB JP NA LS DC AW DB