JEFFERSON TOWNSHIP BOARD OF EDUCATION
Annual Organization Meeting Minutes
Monday, January 4, 2021 7:00 PM
Jefferson Township High School Auditorium
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A. Rita Oroho Giacchi, President *pro tem*, will call the meeting to order at 6:00 PM, and read the Open Meeting Statement.

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD and posted on the
Jefferson Township Board of Education website (www.Jefftwp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

B. Pledge of Allegiance.

C. Results of the November 3, 2020 Annual Board Election:

Candidates	**Office**	**Term**
Jill Small	Board Member	3 years
Stacey Poulas	Board Member	3 years
Diane Perez	Board Member	3 years

D. **Oath of Office** to be administered to elected Board of Education members Diane Perez, Stacey Poulas, and Jill Small by Board Secretary.

E. **ROLL CALL:**

Aye Mrs. Gould	Aye Mrs. Perez	Aye Mr. Millar
Aye Mr. Natale	Aye Mrs. Poulas	Aye Mrs. Small
Aye Mr. Stewart	Aye Mr. Wasserman	Aye Mrs. Wildermuth

F. **NOMINATIONS FOR PRESIDENT**

After a final tally of the votes by the membership, a motion was made by Mrs. Poulas, seconded by Mrs. Gould, to nominate Mr. Millar for **President** of the Jefferson Township Board of Education.

Aye Mrs. Gould	Aye Mrs. Perez	Aye Mr. Millar
Aye Mr. Natale	Aye Mrs. Poulas	Aye Mrs. Small
Aye Mr. Stewart	Aye Mr. Wasserman	Aye Mrs. Wildermuth

G. NOMINATIONS FOR VICE PRESIDENT

After a final tally of the votes by the membership, a motion was made by Mr. Natale, seconded by Mrs. Small, to nominate Mrs. Poulas for **Vice President** of the Jefferson Township Board of Education.

Aye Mrs. Gould	Aye Mrs. Perez	Aye Mr. Millar
Aye Mr. Natale	Aye Mrs. Poulas	Aye Mrs. Small
Aye Mr. Stewart	Nay Mr. Wasserman	Aye Mrs. Wildermuth

H. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1

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

a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should 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 which 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 policymaking, 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 which 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. But 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 schools.

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 such complaints at public meetings only after failure of an administrative solution.

I. COMMENTS FROM THE AUDIENCE *(on Agenda items only)*

- None

J. ANNUAL APPOINTMENTS

Motion by Mrs. Poulas, seconded by Mr. Natale, to approve items **J.1** through **J.13**

Aye Mrs. Gould *	Aye Mrs. Perez	Aye Mr. Millar
Aye Mr. Natale	Aye Mrs. Poulas	Aye Mrs. Small
Aye Mr. Stewart	Aye Mr. Wasserman	Aye Mrs. Wildermuth

** Mrs. Gould abstained from voting on Item J.2.*

J.1 Motion that the Jefferson Township Board of Education will hold their **2021 Meetings** in accordance with the scheduled dates shown on the Schedule of Meetings *(Attachment A).*

J.2 Motion to approve the appointment of **Brown & Brown Consulting Group**, Health Insurance Agent of Record from January 1, 2021 through December 31, 2021.

J.3 Motion to approve the appointment of **McManimon & Scotland**, Bond Attorney of Record, per agreement, from January 1, 2021 through December 31, 2021.

J.4 Motion to approve the appointment of **Mott McDonald**, Consulting Engineer of Record, per agreement, from January 1, 2021 through December 31, 2021.

J.5 Motion to approve the appointment of **The Morville Agency,** Property/Liability Insurance Agent of Record, from January 1, 2021 through December 31, 2021.

J.6 Motion to approve the appointment of **Nisivoccia & Company**, Auditor of Record, per agreement to conduct the 2020-2021 audit.

J.7 Motion to approve the appointment of **Cleary Giacobbe Alfieri Jacobs, LLC** as Attorney of Record, per agreement, from January 1, 2021 through December 31, 2021.

J.8 Motion to approve the appointment of **Methfessel & Werbel,** Special Counsel of Record for Special Education matters, per agreement, from January 1, 2021 through December 31, 2021.

J.9 Motion to approve the appointment of **Scarinci Hollenback,** Special Counsel of Record for construction, facilities, public procurement and other contract matters, from January 1, 2021 through December 31, 2021.

J.10 Motion to approve the following banks as **Official Depositories** for January 1, 2021 through December 31, 2021 and to approve the Checking Accounts/Required Signatories as listed *(Attachment B)*.

Bank of America	Lakeland State Bank
First Hope Bank	USBancorp
Fulton Bank of New Jersey	

J.11 Motion to approve the *Daily Record*, Morristown, New Jersey as the **Official Newspaper** of the Jefferson Township Board of Education from January 1, 2021 through December 31, 2021.

J.12 Motion to adopt, based on the recommendation of the Superintendent of Schools, the existing **Pre-K - 12 curriculum, assigned text books, co-curricular clubs, and programs** for the Jefferson Township School District until such time that this Board amends same.

J.13 Motion to adopt, based on the recommendation of the Superintendent of Schools, that all previously written **bylaws and policies** of this Board of Education be continued in force until such time that this Board amends same.

K. DELEGATE APPOINTMENTS

Motion by Mrs. Poulas, seconded by Mrs. Small,to approve items **K.1** through **K.3**

Aye Mrs. Gould	Aye Mrs. Perez	Aye Mr. Millar
Aye Mr. Natale	Aye Mrs. Poulas	Aye Mrs. Small
Aye Mr. Stewart	Aye Mr. Wasserman	Aye Mrs. Wildermuth

K.1 Motion to appoint Board Member Mr. Stewart, to serve as delegate to the New Jersey School Boards Association.

K.2 Motion to appoint Board Member Mr. Stewart, to serve as delegate to the Morris County School Boards Association.

K.3 Motion to appoint Board Members Mrs. Gould and Mrs. Perez, to serve as co-delegates to the Morris County Educational Services Commission.

There was discussion regarding whether it was permissible to have co-delegates serve on the Morris County Educational Services Commission. Mrs. Giacchi will inquire further with the Morris County Educational Services Commission.

I. COMMENTS FROM THE AUDIENCE

- None

J. ADJOURN

Motion by Mrs. Gould, seconded by Mr. Natale, that the meeting adjourn at 7:35 PM.

Aye Mrs. Gould	Aye Mrs. Perez	Aye Mr. Millar
Aye Mr. Natale	Aye Mrs. Poulas	Aye Mrs. Small
Aye Mr. Stewart	Aye Mr. Wasserman	Aye Mrs. Wildermuth

ATTACHMENT A

JEFFERSON TOWNSHIP BOARD OF EDUCATION

Schedule of Meetings

January 2021 – December 2021

REGULAR MEETINGS

Monday, January 18, 2021
Monday, February 15, 2021
Monday, March 15, 2021
Monday, April 19, 2021
Monday, May 17, 2021
Monday, June 21, 2021
Monday, July 19, 2021
Monday, August 16, 2021
Monday, September 20, 2021
Monday, October 18, 2021
Monday, November 15, 2021
Monday, December 20, 2021

NOTE: All meetings will convene into closed session at 6:30 PM followed by the public portion of the meeting commencing at 7:30 PM unless otherwise noted. A closed session may also be held following the public session, as needed.

MEETING LOCATIONS:
September through June:
Jefferson Township High School
1010 Weldon Road
Oak Ridge, NJ 07438

July & August:
Board of Education Central Offices
31 State Highway Route 181, Lake Hopatcong, NJ 07849

ATTACHMENT B

ACCOUNT NAME	SIGNATURES	ALTERNATE	NO. OF REQUIRED SIGNATURES
Business Office Petty Cash Annual District Petty Cash Amount: $1,500	Board Secretary & Superintendent	Board President	2
JTHS Athletic Events Account	Principal & Athletic Director	Vice Principal(s)	2
JTHS Activity Account	Principal & Vice Principal(s)	N/A	2
JTHS Scholarship Fund Account	Principal & Vice Principal(s)	N/A	2
JTHS Retired HS Classes	Principal & Vice Principal(s)	N/A	2
JTHS Class Escrow	Principal & Vice Principal(s)	N/A	2
JTMS Activity Account	Principal & Vice Principal(s)	N/A	2
E.T. Briggs Activity Fund	Principal & Secretary	N/A	2
White Rock Activity Fund	Principal & Secretary	N/A	2
Milton Activity Fund	Principal & Secretary	N/A	2
Cozy Lake Activity Fund	Principal & Secretary	N/A	2
Stanlick Activity Fund	Principal & Secretary	N/A	2
School Nutrition Account	Board Secretary & Superintendent	Board President	2
Payroll Agency	Treasurer of School Moneys	Board Secretary	1
Summer Savings Payroll Agency	Treasurer of School Moneys	Board Secretary	1
Payroll	Treasurer of School Moneys	Board Secretary	1
General	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3
Unemployment Trust Fund	Treasurer of School Moneys & Board Secretary	N/A	2
Capital Projects Account	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3
Capital Reserve	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3
Maintenance Reserve	Board Secretary, Treasurer of School Moneys & Board President	Board Vice President	3

STATEMENT OF DETERMINATION

A STATEMENT of Determination of the **BOARD OF CANVASSERS,** relative to a School Election held in the County of Morris and State of New Jersey, for the election of certain School Board Members for the Municipality of **JEFFERSON TOWNSHIP** on the **3rd** day of **November, 2020.**

The said Board does determine that at the said election:

NAME	OFFICE	TERM
Jill Small	Member of Board of Education	3 Years
Stacey Poulas	Member of Board of Education	3 Years
Diane Perez	Member of Board of Education	3 Years

was or were duly elected to the office and for the term above set forth.

I DO HEREBY CERTIFY that the foregoing is a true, full and correct statement of the determination of the Board of Canvassers therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand this **20th** day of **November, 2020.**
Attest:

Ann F. Grossi, Esq.
Morris County Clerk

John J. Murphy
Chairman of the Board of County Canvassers

STATE of NEW JERSEY,
COUNTY of MORRIS

I, **Ann F. Grossi, Esq.**, Clerk of the County of Morris, do hereby certify that the foregoing is a true, full and correct copy of the statement of the determination of the Board of County Canvassers relative to an election held in the Municipality or Political Subdivision thereof on the date therein noted, for certain Officers and the Certificate thereto appended as fully and entirely as the same remains on file in my office.

IN TESTIMONY WHEREOF,

I have hereunto set my hand and affixed the seal of the said County, at Morristown, on the **20th** day of **November, 2020.**

Ann F. Grossi, Esq.
Morris County Clerk