

**Matawan-Aberdeen Regional School District
Re-Organization Meeting January 4, 2024 – 6:30 PM
Lloyd Road Elementary School, 401 Lloyd Road, Aberdeen, NJ**

I. CALL TO ORDER

The meeting will be called to order by Ms. Lindsey Case, Board Secretary at 6:35 pm.

II. PLEDGE TO THE FLAG

The Board Secretary will lead all in the Pledge to the Flag.

III. OPENING STATEMENT

“The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or agreed upon. In accordance with the provision of this act, the Matawan-Aberdeen Regional School District Board of Education advertised this meeting on January 2, 2024 in the Asbury Park Press and the Star Ledger. This notice was sent to the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Matawan-Aberdeen Public Library. The notice was also placed on the district’s web site.”

IV. CERTIFICATION OF ELECTION RESULTS

The Board Secretary will read the official results of the Annual School District Election held on Tuesday, November 7, 2024:

Official Results of Matawan-Aberdeen Regional Board of Education Members

Election of Board Members	Votes Cast
Ms. Cheryl R. Mazzeo (Aberdeen)	1,619
Ms. Danielle Spruell (Aberdeen)	1,853
Mr. Christopher McGovern (Aberdeen)	1,799
Ms. Shelley Gershner (Aberdeen)	1,264
Write In	55
Ms. Laurie Skop (Matawan0	1,102
Ms. Sandra Clavijo	525
Write In	40

Combined Statement of Results for 2023

BE IT RESOLVED, that the Board have the Combined Statement of Results of the 2023 School Election made part of the annual organization meeting minutes.

V. OATH OF OFFICE

The Board Secretary will confer the Oath of Office upon the following newly elected Board Members:

Ms. Danielle Spruell	3 Year Term
Mr. Christopher McGovern	3 Year Term
Ms. Laurie Skop	3 Year Term

VI. ROLL CALL

Name	Term Expires
Ms. Annette Ascoli	December 2025
Ms. Katie Feiles	December 2024
Ms. Tara Martinez	December 2025
Mr. Christopher McGovern	December 2026
Mr. John Montone	December 2024
Ms. Dianna M. Pell	December 2024
Ms. Laurie Skop	December 2026
Ms. Danielle Spruell	December 2026
Ms. Sheetal Werneke	December 2025

Also Ms. Nelyda Perez, Superintendent of Schools
Present: Ms. Lindsey Case, School Business Administrator/Board Secretary
 Mr. Michael Liebmann, Assistant Superintendent for School Administration PreK-12
 Dr. Joseph Majka, Director of Personnel
 Mr. Aron Mandel, Board Counsel

VII. NOMINATION AND ELECTION OF PRESIDENT

The Board Secretary will call for nominations for the office of Board President. When all nominations have been made, a member will move to close the nominations and the Board President will be elected by roll call vote.

Call for Nominations:

Ms. Pell Nominated by: Ms. Werneke, Ms. Ascoli

Close Nominations:

Motion: Ms. Werneke **Seconded:** Ms. Feiles

Voice vote to close nominations

VOTE FOR ELECTION OF PRESIDENT

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Ascoli	X				
Ms. Feiles	X				
Ms. Martinez	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) member was absent

NOTE: The newly elected Board President will chair the meeting from this point.

VIII. NOMINATION AND ELECTION OF VICE-PRESIDENT

The Board President will call for nominations for the office of the Board Vice-President. When all nominations have been made, a member will move to close the nominations and the Board Vice-President will be elected by roll call vote.

Call for Nominations:

Ms. Ascoli

Nominated by: Ms. Martinez, Ms. Feiles

Close Nominations

MOTION: Ms. Martinez

SECONDED: Ms. Feiles

Voice vote to close Nominations

VOTE FOR ELECTION OF VICE-PRESIDENT

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Ascoli	X				
Ms. Feiles	X				
Ms. Martinez	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) member was absent

IX. ACTION ITEMS

Motion by Ms. Werneke, seconded by Ms. Martinez to approve the following:

1. Adoption of Official Newspapers

WHEREAS the Matawan-Aberdeen Regional School District Board of Education deems it advisable to designate official newspapers for the advertisement of all legal notices and all other necessary public notifications,

NOW, THEREFORE, BE IT RESOLVED that the Asbury Park Press is designated the official newspaper for all legal notices and the Star Ledger be designated should it be impossible to advertise in the Asbury Park Press for reasons of timely notice, emergency or other matters.

2. Parliamentary Procedures

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education adopt Robert’s Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and the board attorney to act as the parliamentarians.

3. Board Policies/Regulations

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the adoption of all existing Board Policies and Regulations. The Board of Education regularly reviews and updates Board Policies and Regulations as needed.

4. Authorized Signatures

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education authorize the following signatures for money market, checking and savings accounts:

Accounts	Authorized Signature
Custodian/General Account (Any 2)	Treasurer of School Monies (Facsimile) and Board President (Facsimile) or Board Secretary (Facsimile)
Payroll Agency Account (2)	Treasurer of School Monies (Facsimile) and Board President (Facsimile) or Board Secretary (Facsimile)
Payroll Account (2)	Treasurer of School Monies (Facsimile) and Board President (Facsimile) or Board Secretary (Facsimile)
Unemployment Compensation Trust (2)	Treasurer of School Monies (Facsimile) and Board President (Facsimile) or Board Secretary (Facsimile)
NJ Cash Management Fund (2)	Treasurer of School Monies (Facsimile) and Board President (Facsimile) or Board Secretary (Facsimile)
Matawan Regional High School (MRHS) Athletic Activities Account (2)	MRHS Principal or Athletic Director and Board Secretary or Assistant Board Secretary
Matawan-Aberdeen Regional School District Student Activities Accounts (2)	Building Principals and Board Secretary or Assistant Board Secretary
Scholarship Account (1)	Board Secretary or Board President
Food Services Account (1)	Board Secretary or Board President

5. Approval of Depositories for the 2023-2024 School Year

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education designate the below listed Financial Institutions, Fund and Corporation as depositories for the Matawan-Aberdeen Regional School District Board of Education 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:

Santander
 Citizens Bank
 New Jersey Asset & Rebate Management Program (NJ/ARM)
 Bank of America
 US Bank

BE IT FURTHER RESOLVED, that the Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts only; and

BE IT FURTHER RESOLVED, that the Board Secretary be authorized to enter into agreements with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposits when appropriate; and

BE IT FURTHER RESOLVED, that any and all endorsements on behalf of the Board of Education upon checks, drafts, notes or instruments for depositor or collection made may be written or stamped endorsements of the Board of Education without any designation of the person making such endorsements; and

BE IT FURTHER RESOLVED, that the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking and/or Money Market Investment Accounts, in any one or all of the above depositories when in the best interest of the Board of Education; and

BE IT FURTHER RESOLVED, that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile; and

BE IT FURTHER RESOLVED, that the Board Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above approved depositories; and

BE IT FURTHER RESOLVED, that the Board Secretary is hereby authorized on behalf of the Board of Education to:

- a. Withdraw from depositories and give receipt for, or authorize depositories to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depositories for any purpose
- b. Authorize the depositories to purchase or sell CDs, Repurchase Agreements and other securities, and
- c. Execute and deliver all instructs required by the depositories in connection with any of the foregoing resolutions and affix thereto the seal of the Board of Education.

6. Approval of Doctrine of Necessity

WHEREAS, the School Ethics Act, N.J.S.A. 18A:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to prove specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and,

WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity.

NOW, THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Board of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for thirty (30) days and provide the Commission with a copy; and

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New

Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School; Business Officials and the New Jersey Education Association.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Ascoli	X				
Ms. Feiles	X				
Ms. Martinez	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) member was absent

CURRICULUM AND INSTRUCTION - WALK-IN

Motion by Ms. Martinez, seconded by Ms. Feiles to approve the following resolution(s):

A. TRAVEL

- None

B. OTHER

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the participation of ten attendees, which include student representatives, administration and building staff to attend the YMCA 35th Annual Dr. Martin Luther King, Jr. Commemorative Breakfast on Friday, January 12, 2024 in Eatontown, NJ.

Cost: \$350.00 (Registration)

Account #: 11-000-230-890-01-0000-0

Cost: NTE \$750.00 (Transportation)

Account #: 11-000-270-100-11-0000-0

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Ascoli	X				
Ms. Feiles	X				
Ms. Martinez	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) member was absent

X. PUBLIC COMMENTS RELATING TO AGENDA ITEMS & ADDITIONAL MATTERS

- Ms. Werneke – Thanked board leadership for all that was accomplished last year
- Ms. Skop – Thank you, Annette for all communication and value with my transition onto the board
- Ms. Pell – Look forward to leading the Board this year.
- Ms. Ascoli – Thank you and good luck to Ms. Pell
- Ms. Martinez – Thank you and we have a good group. Discuss taking over the Policy committee
- Mr. Barilka – Congratulations to new members and looking forward to working with all of you

A motion was moved by Ms. Werneke and seconded by Ms. Spruell for Ms. Martinez to become Chair of the Policy Committee. All members approved by a unanimous voice vote.

XI. EXECUTIVE SESSION

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy, Personnel and Legal Matters. The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 150 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will not take place.

It was moved by Ms. Ascoli, seconded by Ms. Skop that the Board convene in Executive Session and approved by a unanimous voice vote at 7:00 pm.

It was moved by Ms. Skop, seconded by Ms. Feiles that the Board returned to Open Session at 9:40 pm.

XII. ADJOURNMENT

On a motion by Ms. Werneke, seconded by Ms. Feiles and a unanimous roll call vote the Board adjourned the meeting at 9:41 pm.