

**Matawan-Aberdeen Regional School District  
Re-Organization Meeting January 4, 2022 – 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 6:30 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 December 16, 2021 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 2, 2021:

Official Results of Matawan-Aberdeen Regional Board of Education Members

<b>Election of Board Members</b>	<b>Votes Cast</b>
Mr. John “Jack” Montone (Aberdeen)	2,883
Ms. Dianna M. Pell (Aberdeen)	2,590
Ms. Joy Przywara (Aberdeen)	1,875
Ms. Lisa Cashin	2,286
Write-In (Aberdeen)	38
Ms. Katie Feiles (Matawan)	1,372
Ms. Shari Whalen	836
Write-In (Matawan)	37

Combined Statement of Results for 2021

BE IT RESOLVED, that the Board have the Combined Statement of Results of the 2021 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:

Mr. John “Jack” Montone	3 Year Term
Ms. Dianna M. Pell	3 Year Term
Ms. Katie Feiles	3 Year Term

**VI. ROLL CALL**

<b>Name</b>	<b>Term Expires</b>
Mr. Kevin Ahearn	December 2023
Ms. Annette Ascoli	December 2022
Dr. Jeff Delaney	December 2023
Ms. Katie Feiles	December 2024
Ms. Tara Martinez	December 2022
Mr. John Montone	December 2024
Ms. Kizzie W. Osborne	December 2022
Ms. Dianna M. Pell	December 2024

**Absent**

Ms. Allison Friedman December 2023

**Also** Dr. Joseph Majka, Superintendent of Schools (left at 6:53 pm)

**Present:** Ms. Lindsey Case, School Business Administrator/Board Secretary  
 Ms. Nelyda Perez, Assistant Superintendent for Special Services and Programs  
 Mr. Michael Liebmann, Director of Personnel  
 Mr. David Rubin, 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. Ascoli Nominated by: Mr. Ahearn  
 Nominated by: Dr. Delaney

Close Nominations:

**Motion:** Mr. Ahearn **Seconded:** Dr. Delaney

Voice vote to close nominations

**VOTE FOR ELECTION OF PRESIDENT**

Roll Call Vote: 8 Ayes 0 Nays 1 Absent 0 Abstain

**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. Osborne Nominated by: Ms. Martinez  
 Nominated by: Dr. Delaney

Close Nominations

**MOTION:** Ms. Martinez **SECONDED:** Dr. Delaney

Voice vote to close Nominations

**VOTE FOR ELECTION OF VICE-PRESIDENT**

Roll Call Vote:        8 Ayes            0 Nays            1 Absent        0 Abstain

**IX. NEW JERSEY SCHOOL BOARDS REQUIRED TRAINING**

The Board Secretary informed the Board regarding required training including ethics training.

**New Jersey School Boards Code of Ethics**

Mr. David Rubin, Board Attorney provided training to members.

**CODE OF ETHICS FOR SCHOOL BOARD MEMBER**  
N.J.S.A.: 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, 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 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 the complaints at public meetings only after failure of an administrative solution.

The Board Secretary has provided each board member with a copy of the Code of Ethics.

BE IT RESOLVED, that the members of the Matawan-Aberdeen Regional School District Board of Education will abide by the New Jersey School Board Member Code of Ethics and certifies the following:

That the School Ethics Act and Code of Ethics for School Board Members has been received and discussed.

That Policies and Procedures regarding training of District Board of Education Members have been adopted, and

That each Board of Education member acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with the Code of Ethics.

## **IX. ACTION ITEMS**

A motion was moved by Mr. Ahearn and seconded by Ms. Martinez.

### **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

### **2. Parliamentary Procedures**

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education adopt Roberts 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:

<b>Accounts</b>	<b>Authorized Signature</b>
Custodian/General Account	Treasurer of School Monies and Board President or Board Secretary
Payroll Agency Account	Treasurer of School Monies and Board President or Board Secretary
Payroll Account	Treasurer of School Monies and Board President or Board Secretary
Unemployment Compensation Trust	Treasurer of School Monies and Board President or Board Secretary
NJ Cash Management Fund	Treasurer of School Monies and Board President or Board Secretary
Scholarship Account	Board Secretary or Board President
Food Services Account	Board Secretary or Board President

**5. Approval of Depositories for the 2021-2022 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  
Investors Bank  
New Jersey Asset & Rebate Management Program  
Bank of America

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.

Roll Call Vote:        8 Ayes            0 Nays            1 Absent        0 Abstain

## **X. PUBLIC COMMENTS RELATING TO AGENDA ITEMS & ADDITIONAL MATTERS**

- All comments can be viewed on YouTube

## **XI. ADJOURNMENT**

On a motion by Ms. Martinez seconded by Dr. Delaney and a unanimous roll call vote the Board adjourned the meeting at 7:16 pm.