

Matawan-Aberdeen Regional School District

ORGANIZATION MEETING

May 3, 2011 – 7:00 P.M.
 Cambridge Park School
 One Crest Way, Aberdeen, NJ 07747

Mr. James H. Strimple, Jr. Interim Board Secretary called the meeting to order at 7:00 PM. He then announced the certified election results.

SCHOOL ELECTION RESULTS

CERTIFIED ELECTION RESULTS:

The Board Secretary reported the combined statement of results of the annual school election held on April 27, 2011 as certified by the Monmouth County Board of Elections as follows:

<u>3 Candidates (3-year term)</u>	<u>Number of Votes</u>
Dennis Daniels - Township of Aberdeen	606
Todd Larchuk - Township of Aberdeen	550
Charles Kenny - Borough of Matawan	402

Write In Candidates (1 Year Unexpired Term) Number of Votes **Township of Aberdeen**

Kenneth Aitken	20
Patricia Raymond	5
Vincent Vinci	5
Others	53

<u>Base Budget Levy - \$44,850,503</u>	<u>Yes Votes</u>	<u>No Votes</u>	<u>Total</u>
Budget Tax Levy Vote	900	813	1,713

OATHS OF OFFICE- Administered by James H. Strimple, Jr., Interim Board Secretary, to the newly elected Board Members:

- New board members took the oath of office.

The Board Secretary reported the New Board Membership to be as follows:

	<u>Term Expires</u>
Kenneth Aitken	2012
Dennis Daniels	2014
John P. Delaney, Ed.D	2013
Patricia Demarest	2013
Gerald Donaghue	2012
Anissa Esposito	2013
Elizabeth Hayward	2012
Charles Kenny	2014
Todd Larchuk, Ph.D	2014

ORGANIZATION MEETING

I. CALL TO ORDER – Mr. Strimple called the Organization Meeting to order at 7:07 P.M.

II. ROLL CALL

Present:	Mr. Charles Kenny	Ms. Elizabeth Hayward
	Dr. Jeff Delaney	Ms. Anissa Esposito
	Mr. Gerald Donaghue	Mr. Kenneth Aitken
	Dr. Todd Larchuk	Mr. Dennis Daniels

Absent: Ms. Patricia Demarest

Also Present: Mr. David M. Healy – Superintendent of Schools
 Dr. Patrick Piegari – Interim Deputy Superintendent of Schools
 Mr. James H. Strimple, Jr. – Interim Business Administrator
 Mr. David Rubin – Board Counsel

III. SALUTE TO THE FLAG

IV. STATEMENT OF OPEN MEETING AND PUBLIC PARTICIPATION: In accordance with the requirements of the Open Public Meetings Act, Chapter 231, P.L. 1975 Announcement, I wish to announce that:

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 April 26, 2011, April 15, 2011 and April 28, 2011. This meeting was originally scheduled for May 2, 2011. However, the Monmouth County Board of Elections indicated that it would not certify the election results of April 27, 2011 until Tuesday, May 3, 2011. Based on the advice of Board Counsel and at the

direction of the Board President according to By-law 0161, direction was given to the Board Secretary to publish a notice to postpone the meeting and reschedule it for May 3, 2011. These notices were sent to the Asbury Park Press, the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Aberdeen-Matawan Joint Free Public Library. The notice was also placed on the district's web site.

V. NOMINATIONS AND ELECTION OF OFFICERS

A. Election of President – Mr. Strimple opened the floor to receive nominations for the position of President of the Matawan-Aberdeen Regional School District Board of Education. Mr. Strimple read the District By-Law regarding nominations.

Call for nominations:

Mr. Charles Kenny nominated by Mr. Donaghue
 _____ nominated by _____

Close nominations

Motion by Dr. Delaney Seconded by Mr. Donaghue to close nominations.

Voice vote to close nominations.

VOTE FOR ELECTION OF PRESIDENT:

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8		1	
			Demarest	

Mr. Kenny was elected President of the Board of Education.

Mr. Kenny assumed the chair and conducted the remainder of the meeting.

B. Election of Vice President

Mr. Kenny called for nomination for Vice President.

Call for nominations:

Ms. Elizabeth Hayward nominated by Dr. Delaney
 _____ nominated by _____

Close nominations:

Motion by Dr. Delaney Seconded by Mr. Donaghue to close nominations.

Voice vote to close nominations.

VOTE FOR ELECTION OF VICE PRESIDENT:

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8		1	
			Demarest	

Ms. Hayward was elected Vice President of the Board of Education.

Mr. Kenny requested a motion for a consent agenda for items VI through XXXIII .

Motion by Ms. Esposito, seconded by Dr. Delaney, for a consent agenda.

UNANIMOUS VOTE:

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8		1	
			Demarest	

VI. OPEN PUBLIC MEETINGS ACT-ESTABLISH MEETINGS DATES, TIME AND PLACE

WHEREBY NOTICE IS HEREBY GIVEN THAT PURSUANT TO THE 'OPEN PUBLIC MEETINGS LAW', P.L. 1975, C.231, THE BOARD OF EDUCATION OF THE MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT DOES HEREWITH ANNOUNCE ITS SCHEDULE OF ANNUAL MEETINGS TO BE HELD DURING THE PERIOD FROM MAY 3, 2011 UNTILL THE NEXT ORGANIZATION MEETING IS HELD.

- A. Public meetings will be held monthly on the fourth Monday of each month at 7:00 P.M. in the various locations. The purpose of the meeting is to act on all agenda items and any other business to come before the Board. The regular action meetings are designated as meetings to be recorded for broadcast on the District cable access channel.

Attachment A.

Exceptions to this timetable are noted on the attached schedule.

- B. Committee of the Whole meeting will be held on the second Monday of each month at 7:00 P.M. in the Administrative Offices at One Crest Way in Aberdeen Township.

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Matawan-Aberdeen Regional Board of Education Administration Office and posted on the District website.

VII. ADOPTION OF OFFICIAL NEWSPAPER

Motion by _____, seconded by _____, that the following resolution be adopted:

Recommend that the board authorize the Asbury Park Press be adopted as the official newspaper to be used for the advertisement of the meetings and legal ads and all other necessary public notifications for the 2011-2012 school year.

VIII. APPROVE PARLIAMENTARY PROCEDURES

Motion by _____, seconded by _____, that the following resolution be adopted:

RESOLVED, that the Matawan-Aberdeen Regional Board of Education, in the County of Monmouth, New Jersey, to the extent consistent with State Law, Policies and By-Laws of the Board will be guided by "Robert's Rules of Order."

IX. DESIGNATION OF APPROVED DEPOSITORIES AND APPROVED SIGNATORIES

Motion by _____, seconded by _____, that the following resolution be adopted:

That the following banks be appointed as official depositories for school district funds for the period from April 27, 2011, to the next Organization Meeting, and that fund withdrawal authorization is to be granted by signature of those persons heretofore elected, appointed, and/or designated to the Offices of Board President, Superintendent, Board Secretary, Assistant Business Administrator and Treasurer of School Monies.

Account	Bank/Primary	Authorized Signatories *
a. General Accounts	Bank of America	1, 2,3,4
b. Payroll	Bank of America	1, 2,3,4
c. Payroll Agency	Bank of America	1, 2,3,4
d. Capital Reserve Fund	Bank of America	1,4,6
c. Investments	Bank of America N.J./ARM	1,4,6
f. For Student Activities Accounts (All Schools)	Bank of America	1,4,5,6
g. Athletic Fund	Bank of America	1,4,5,6
h. Cafeteria Fund	Bank of America	1,4,6

* Key Authorized Signatories:

1. School Business Administrator/Board Secretary

- 2. Treasurer of School Monies
- 3. Board President
- 4. Superintendent
- 5. Building Principal
- 6. Assistant Business Administrator

X. DESIGNATION OF APPROVED TAX SHELTER ANNUITIES

Motion by _____, seconded by _____, that the following resolution be adopted:

Recommend the Board approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the 2011-2012 school year.

AXA EQUITABLE
AIG VALIC
METLIFE
LINCOLN INVESTMENT PLANNING, INC.

XI. APPROVAL OF BOARD OF EDUCATION POLICIES AND REGULATIONS

Motion by _____, seconded by _____, to approve all existing Board Policies and Regulations.

XII. APPROVAL OF APPOINTMENTS

Motion by _____, seconded by _____, that the following resolution be adopted:

The following appointments for the 2011-2012 school year:

Board Secretary	James H. Strimple, Jr.
Assistant Board Secretary	David Palumbo
Treasurer of School Moneys	Kenneth Jannarone annual compensation - \$5,850.00
Public Agency Compliance Officer	James H. Strimple, Jr.
Affirmative Action Officer for Contracts	James H. Strimple, Jr.
Affirmative Action Officer	Dr. Patrick Piegari
Gender-Equity Officer	Dr. Patrick Piegari
School Physician	Bayshore Pediatrics - \$4,500.00
Section 504 Plan Officer	Robert Schweitzer
Anti-Bullying Coordinator	Robert Schweitzer

Asbestos Management/AHERA Coordinator	Thomas Buffa
Safety and Health Officer	Thomas Buffa
Indoor Air Quality Officer	Thomas Buffa
Integrated Pest Management Coordinator	Thomas Buffa
Chemical Hygiene Officer	Thomas Buffa
Right to Know Officer	Thomas Buffa
Substance Awareness Coordinator	Marie Hitchman

XIII. APPROVAL OF SCHOOL FUNDS INVESTOR

Motion by _____, seconded by _____, that the following resolution be adopted:

To designate the Business Administrator/Board Secretary and Assistant Business Administrator as the Funds Investor and authorize to make wire transfers amongst the board accounts as may be necessary.

XIV. AUTHORIZATION TO IMPLEMENT 2011-2012 BUDGET

Motion by _____, seconded by _____, that the following resolution be adopted:

To authorize the Superintendent and Business Administrator/Board Secretary to implement the 2011-2012 budget pursuant to local and state policies.

XV. ADOPTION OF THE UNIFORM MINIMUM CHART OF ACCOUNTS

Motion by _____, seconded by _____, that the following resolution be adopted:

To authorize the Uniform Minimum chart of Accounts for New Jersey Public Schools for 2011-2012 School Year.

XVI. APPOINTMENT OF THE CUSTODIAN OF PUBLIC RECORDS AND PUBLIC ACCESS TO RECORDS

Motion by _____, seconded by _____, that the following resolution be adopted:

That the School Business Administrator/Board Secretary be designated as the Custodian of Public Records for compliance with the Open Public Meetings Act, to serve until the next organization meeting. The fees charged for the copies of Public Records are per Policy No. 3570.1 and Regulation No. 3570.

XVII. APPOINTMENT OF INSURANCE BROKERS

Motion by _____, seconded by _____, that David L. Balken of G.R. Murray, 707 State Road, Princeton, New Jersey 08542, be appointed as District Insurance Broker for all Property and Casualty Insurance coverage's for the period of July 1, 2011 to June 30, 2012.

Motion by _____, seconded by _____, that LDP Consulting Group, Inc. 80 Lambert Lane, Suite 140, Lambertville, New Jersey 08530, be appointed as the District Insurance Broker for the Delta Dental coverage effective July 1, 2011 to June 30, 2012.

Motion by _____, seconded by _____, that Integrity Consulting Group, 1271 Little Gloucester Road, Blackwood, New Jersey 08012, be appointed as District Insurance Broker for Prescription coverage effective July 1, 2011 to June 30, 2012.

XVIII. APPOINTMENT OF EDUCATIONAL DATA SERVICES, INC.

Motion by _____, seconded by _____, to approve Educational Data Services, Inc. as the New Jersey Cooperative Bidding Program for the District school supplies. The licensing and maintenance fee for the 2011-2012 school year will be \$12,500. For performance of Right to Know Services the fee will be \$3,500.

XIX. APPOINTMENT OF SCHOOL AUDITOR

Motion by _____, seconded by _____, that the following resolution be adopted:

WHEREAS, the Matawan-Aberdeen Regional School District has a need for auditing services for the 2011 – 2012 school year; and

WHEREAS, the auditing firm of Hulsart & Company of Wall, New Jersey are licensed in the State of New Jersey and are willing to perform such services;

NOW, THEREFORE, BE IT RESOLVED that the Board appoint Robert Hulsart Sr. of the firm of Hulsart & Company to serve as School Auditor and that the foregoing appointment is made without competitive bidding as “professional service” under the provisions of the Public Schools Contract Law (N.J.S.A. 18A-5.a.(1) since “professional services” contracts are specifically excluded from the requirement of bidding, and the awarded service meets the definition of “professional services” pursuant to N.J.S.A. 18A.: 18A-2.h. as “services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.”

Compensation for this contract shall be set at \$30,000.00 and shall include performance of the 2010-2011 annual school audit pursuant to N.J.S.A.18A:23-1 et seq.

XX. APPOINTMENT OF ARCHITECT OF RECORD

Motion by _____, seconded by _____, that the following resolution be adopted:

WHEREAS, the Matawan-Aberdeen Regional School District requires professional architectural services to be performed for the school year 2011 -2012; and

WHEREAS, the firm of USA Architects Planners and Interior Designers of Somerville, New Jersey, are architects in the State of New Jersey and are willing to perform said services;

NOW, THEREFORE, BE IT RESOLVED that the Board appoint USA Architects Planners and Interior Designers and that the foregoing appointment is made without competitive bidding as "professional service" under the provisions of the Public Schools Contract Law (N.J.S.A. 18A-5.a.(1) since "professional services" contracts are specifically excluded from the requirement of bidding, and the awarded service meets the definition of "professional services" pursuant to N.J.S.A. 18A.: 18A-2.h. as "services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training."

Compensation for this contract shall be set at the following rate schedule:

Principal in Charge	\$175.00
Project Manager	\$115.00
Project Architect/Designer	\$90.00
Quality Control Reviewer	\$90.00
Building Envelope Specialist	\$85.00
Interior Designer	\$75.00
Specifications Writer	\$90.00
Construction Administrator	\$100.00
Designer	\$75.00
Technical Support	\$60.00

XXI. APPOINTMENT OF BOARD ATTORNEY

Motion by _____, seconded by _____, that the following resolution be adopted.

WHEREAS, there exists a need for legal services for the Matawan-Aberdeen Regional School District Board of Education for the 2011 – 2012 school year, and

WHEREAS, such legal services can be provided only by a licensed attorney and David B. Rubin, 44 Bridge Street, P.O. Box 4579 Metuchen, N.J. 08840 is so recognized as such; and

WHEREAS, the Matawan-Aberdeen Regional School District in the County of Monmouth hereby appoints David B. Rubin to serve as Board Attorney;

NOW, THEREFORE, BE IT RESOLVED that the Board appoint David B. Rubin as Board Counsel and that the foregoing appointment is made without competitive bidding as "professional service" under the provisions of the Public Schools Contract Law (N.J.S.A. 18A-5a. (1) since "professional services" contracts are specially excluded from the requirement of bidding, and the awarded service meets the definition of "professional

services” pursuant to N.J.S.A. 18A: 18A-2.h. as “services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.”

Compensation for this contract shall be set at \$160.00 per hour, plus reimbursement for all costs and disbursements reasonably incurred in the performance of his duties.

XXII. READOPTION OF CURRICULUM AND COURSES OF STUDY

Motion by _____, seconded by _____, that the following resolution be adopted:

RESOLVED, that all current written curriculum and courses of the District, as on file in the Office of the Superintendent, be adopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon recommendation of the Superintendent.

XXIII. READOPTION OF TEXTBOOKS

Motion by _____, seconded by _____, that the following resolution be adopted:

It is recommended that the Board readopt the existing textbooks for the 2011-2012 school year

XXIV. READOPTION OF JOB DESCRIPTIONS

Motion by _____, seconded by _____, that the following resolution be adopted:

It is recommended that the Board readopt the existing job descriptions.

RESOLVED, that all current written job descriptions in the District, as on file in the Office of the Superintendent, be adopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon recommendation of the Superintendent.

XXV. APPOINTMENT OF DISTRICT PURCHASING AGENT

Motion by _____, seconded by _____, that the following resolution be adopted:

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (\$36,000), may be awarded by the purchasing agent without advertising for bids when so authorized by

board resolution, and

WHEREAS 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (\$5,400) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, that Matawan-Aberdeen Regional Board of Education, pursuant to the statutes cited above hereby appoints James H. Strimple, Jr., as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Matawan-Aberdeen Regional Board of Education, and

BE IT FURTHER RESOLVED that James H. Strimple, Jr., is hereby authorized to award contracts on behalf of the Matawan-Aberdeen Regional Board of Education that are in the aggregate less than 15% of the bid threshold (\$5,400) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED that James H. Strimple, Jr., is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Matawan-Aberdeen Regional Board of Education when contracts in the aggregate exceed 15% of the bid threshold (Currently \$5,400) but are less than the bid threshold of \$36,000.

XXVI. RESOLUTION AUTHORIZING THE PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY FOR THE 2011-2012 SCHOOL YEAR

Motion by _____, seconded by _____, to approve the following resolution:

WHEREAS, Title 18A:18A-10 provides that "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, The Matawan-Aberdeen Regional Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Matawan-Aberdeen Regional Board of Education desires to authorize its purchasing agent for the 2011-2012 to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor

and State Contract Number utilized.

XXVII. APPOINTMENT OF COMPUTER SOFTWARE SERVICES

Motion by _____, seconded by _____, that the Matawan-Aberdeen Regional Board of Education shall award a contract for the 2011-2012 fiscal year to Systems 3000, Eatontown, New Jersey 07724. The amount of the contract is \$19,552 for Computer Software services to assist the district in daily usage of budget, payroll, personnel and fixed asset software.

It has been determined that the required services are specialized in nature, require expertise in the field of computers and software, and it is not reasonably possible to describe the required services with written bid specifications.

XVIII. APPOINTMENT OF ASBESTOS MANAGEMENT SERVICES

Motion by _____, seconded by _____, that the following resolution be adopted:

Recommend that the Matawan-Aberdeen Regional Board of Education appoint Environmental Connection Inc. for asbestos management services in connection with monitoring, and abatement training for the 2011-2012 School Year at a Professional Fee Estimate of \$2,000 based on the fee schedule on file in the Board Secretary's Office.

XVIII. APPROVAL OF TAX PAYMENT SCHEDULE

Motion by _____, seconded by _____, that the following resolution be adopted:

Recommend the board approve the attached payment schedule to receive the current expense tax levy and the debt service tax levy for the 2011-2012 school year.

Attachment B

XXIX. READOPTION OF THE STANDARD OPERATING PROCEDURE AND INTERNAL CONTROL MANUALS

Motion by _____, seconded by _____, that the following resolution be adopted:

To approve the Standard Operating Procedure and Internal Control manuals.

XXX. APPOINTMENT OF REPRESENTATIVES REQUESTING FEDERAL AND STATE FUNDS

Motion by _____, seconded by _____, that the following resolution be adopted:

RESOLVED, THAT THE Superintendent of Schools and the School Business Administrator/Board Secretary for the Matawan-Aberdeen Regional Board of

Education or their designees be designated as the Board's agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year.

XXXI. APPROVE THE ORGANIZATION CHART FOR THE BOARD OF EDUCATION

Motion by _____, seconded by _____, that the following resolution be adopted:

It is recommended that the Board of Education approve the Organization Chart. Attachment C

XXXII. APPROVAL OF TRAVEL AND RELATED EXPENSE REIMBURSEMENT

Motion by _____, seconded by _____, that the following resolution be adopted:

WHEREAS, the Matawan-Aberdeen Regional Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related

expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$59,472 for all staff and board members.

XXXIII. NEW JERSEY CODE OF ETHICS FOR SCHOOL BOARD MEMBERS TRAINING SESSION

The Board of Education Members had the required Code of Ethics Training Session as required under N.J.A.C. 6:31-1.3

Motion by _____, seconded by _____, that the following resolution be adopted:

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Matawan-Aberdeen Regional Board of Education.

CODE OF ETHICS

- 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 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 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.

XXXIV. COMMENTS & QUESTIONS FROM PUBLIC RELATING TO BOARD AGENDA ITEMS

- There were no comments from the public.

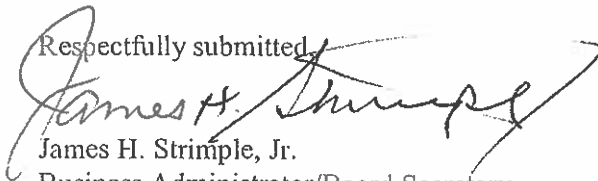
XXXV. ADJOURNMENT

Motion by Ms. Esposito, seconded by Ms. Hayward, to adjourn the Organization Meeting.

The Organization Meeting adjourned at **7:18 P.M.**

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8		1	
			Demarest	

Respectfully submitted,



James H. Strimple, Jr.
Business Administrator/Board Secretary