

BOARD OF EDUCATION OF THE VOCATIONAL SCHOOLS
IN THE COUNTY OF MIDDLESEX

MINUTES OF THE ORGANIZATION MEETING HELD NOVEMBER 9, 2020

The annual organization meeting of the Board of Education of the Vocational Schools in the County of Middlesex was held 7:00 p.m., Monday, November 9, 2020 at the East Brunswick School.

On roll call, the following members were present:
Mr. Jones, Mr. Anderson, and Mr. Mullen
Ms. Czarneski participated telephonically

Also present were Ms. Veilleux, Superintendent;
Mr. Bicsko, Assistant Superintendent;
Mr. Knehr, Board Secretary/Business Administrator;
Mr. Johnson, Director of Personnel; and
Mr. Vignuolo, Board Attorney

Mr. Knehr temporarily chaired the meeting for the election of Board President.

Mr. Knehr presided and made the following announcement regarding the "Sunshine Law."

"The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the Open Public Meetings Law, the public notice of this meeting which included the time, date and location, was dispensed October 15, 2020 in the following manner:

- A. Posted on the bulletin board reserved for announcements in the Board Office, 112 Rues Lane, East Brunswick, NJ.
- B. Mailed to the Home News Tribune, Courier News, and the Clerk of Middlesex County.
- C. Mailed to the five (5) duly appointed Board members."

ELECTION OF OFFICERS

Mr. Knehr called for nominations for the Office of President:

Mr. Anderson nominated Mr. Jones, seconded by Ms. Czarneski.

There being no further nominations Mr. Knehr closed the nomination period and moved to a vote.

Cont'd

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Election of Officers – Continued

Mr. Knehr recorded a roll call vote for Mr. Jones as follows:

Mr. Jones	Yes
Ms. Czarneski	Yes
Mr. Anderson	Yes
Mr. Mullen	Abstained

With a three (3) vote majority of the Board, Mr. Jones was elected President of the Board of Education.

At this time Mr. Jones, as President, assumed the Chair of the meeting and made some brief comments thanking the Board for their support.

Mr. Jones called for nominations for the Office of Vice President.

Mr. Jones nominated Ms. Czarneski, seconded by Mr. Anderson.

There being no further nominations Mr. Jones closed the nomination period and moved to a vote.

Mr. Knehr recorded a roll call vote for Ms. Czarneski as follows:

Mr. Jones	Yes
Ms. Czarneski	Yes
Mr. Anderson	Yes
Mr. Mullen	Yes

With a four (4) vote majority of the Board, Ms. Czarneski was elected Vice President of the Board of Education

RESOLUTION: SIGNATORY FOR BOARD

Mr. Anderson moved, seconded by Mr. Jones the following resolution:

RESOLVED that the Board of Education of the Middlesex County Vocational Schools authorize the President of the Board, and in the absence of the President, the Vice President of the Board, to sign all necessary Instruments on behalf of the Board.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE ORGANIZATION MEETING HELD NOVEMBER 9, 2020

RESOLUTION: REAFFIRMATION OF POLICIES AND PROCEDURES

Mr. Anderson moved, seconded by Mr. Jones the following resolution:

RESOLVED that all existing Middlesex County Vocational and Technical Schools Board of Education policies and procedures be reaffirmed until otherwise changed or amended by subsequent action of the Board of Education.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

RESOLUTION: REAFFIRMATION OF CURRICULA AND COURSE OF STUDY OUTLINES

Ms. Czarneski moved, seconded by Mr. Anderson the following resolution:

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve reaffirmation of Middlesex County Vocational and Technical High Schools existing curricula and the most recent editions of all Middlesex County Vocational and Technical High Schools Course of Study Outlines.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

RESOLUTION: DESIGNATION OF BANKS

Mr. Jones moved, seconded by Mr. Anderson the following resolution:

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the designation of the following banks as depositories for the Board of Education Middlesex County Vocational Schools' funds:

TD Bank

Wells Fargo Bank

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE ORGANIZATION MEETING HELD NOVEMBER 9, 2020

RESOLUTION: SIGNATORIES FOR WARRANTS

Mr. Anderson moved, seconded by Mr. Jones the following resolution:

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education of the Middlesex County Vocational Schools authorize the following warrant signatories for Board operations:

Operating Account

Board President
Superintendent
Business Administrator
Treasurer

Payroll Account

Treasurer

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

RESOLUTION: ELECTRONIC FUNDS TRANSFER

Mr. Anderson moved, seconded by Ms. Czarneski the following resolution:

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education authorize the School Business Administrator to initiate claims, that have been approved by the Board of Education for payment, to be paid using an approved electronic funds transfer (EFT) method and designate the Superintendent as the person responsible to review a claim for payment presented by the School Business Administrator and authorize the payment using EFT.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

RESOLUTION: DESIGNATION OF 403B PLAN PROVIDERS

Mr. Anderson moved, seconded by Mr. Jones the following resolution:

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the designation of the following 403b plan providers in conjunction with the Employee 403b Plan administered by the District:

Valic
AXA Equitable

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE ORGANIZATION MEETING HELD NOVEMBER 9, 2020

RESOLUTION: SCHEDULED PUBLIC MEETINGS
DECEMBER 9, 2020 THROUGH NOVEMBER 1, 2021

Mr. Anderson moved, seconded by Ms. Czarneski the following resolution:

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the following scheduled public meetings of the Middlesex County Vocational School Board of Education for the period December 9, 2020 through November 1, 2021.

2020

December	9	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
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2021

January	13	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
February	10	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
March	10	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
April	14	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
May	12	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
June	23	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
July	14	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
August	11	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
September	8	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
October	13	Monthly Meeting	Wednesday	7:00 p.m.	East Brunswick School
November	1	Organization Meeting	Monday	7:00 p.m.	East Brunswick School
November	1	Monthly Meeting	Monday	7:15 p.m.	East Brunswick School

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

Cont'd

MINUTES OF THE ORGANIZATION MEETING HELD NOVEMBER 9, 2020

RESOLUTION: OFFICIAL NEWSPAPERS

Mr. Anderson moved, seconded by Ms. Czarneski the following resolution:

RESOLVED that the Middlesex County Vocational and Technical Schools Board of Education approve the Home News Tribune and the Courier News as official newspapers for public advertising of the Board of Education.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

RESOLUTION: BOARD OF SCHOOL ESTIMATE MEMBERS

Mr. Anderson moved, seconded by Ms. Czarneski the following resolution:

RESOLVED that Mr. Jones and Ms. Czarneski be appointed to serve as Board of Education members of the Middlesex County Vocational School Board of School Estimate for the year November 1, 2020 to October 31, 2021.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

DELEGATE TO NEW JERSEY SCHOOL BOARDS ASSOCIATION APPOINTED

Mr. Anderson moved, seconded by Ms. Czarneski that Mr. Jones be appointed Middlesex County Vocational Schools District Delegate to the New Jersey School Boards Association for the year November 1, 2020 through October 31, 2021 and that Ms. Czarneski be appointed alternate Delegate.

On a roll call vote, Mr. Jones, Ms. Czarneski, Mr. Anderson, and Mr. Mullen voted "aye," and the motion carried unanimously.

DELEGATE TO MIDDLESEX COUNTY SCHOOL BOARDS ASSOCIATION APPOINTED

Mr. Anderson moved, seconded by Ms. Czarneski that Ms. Czarneski be appointed Middlesex County Vocational Schools District Delegate to the Middlesex County School Boards Association for the year November 1, 2020 through October 31, 2021, and that Mr. Mullen be appointed Alternate Delegate.

On a roll call vote, Mr. Jones, Ms. Czarneski and Mr. Anderson voted "aye," and the motion carried unanimously. Mr. Mullen abstained and the motion carried.

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COMMITTEES APPOINTED

The following committees were appointed by the President of the Board:

<u>Committee</u>	<u>Board Members</u>
Personnel and Administrative Services (including Policy)	Mr. Eugene Mullen * Mr. Kyle Anderson
Subcommittee – Negotiations	Mr. Keith Jones * Ms. Laura Czarneski
Curriculum and Instruction	Mr. Keith Jones * Ms. Laura Czarneski
Business and Operations (including Finance)	Mr. Eugene Mullen * Mr. Kyle Anderson
Subcommittee - Building and Grounds	Mr. Keith Jones * Ms. Laura Czarneski
Student Affairs and Instruction	Ms. Laura Czarneski * Mr. Eugene Mullen
Adult Education	Mr. Eugene Mullen * Ms. Laura Czarneski

* Chairperson

There being no further business, a motion was made by Mr. Anderson and seconded by Ms. Czarneski to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 7:13 p.m.

Respectfully submitted,

Karl J. Knehr
Board Secretary

