NORTH ARLINGTON BOARD OF EDUCATION
NORTH ARLINGTON, NEW JERSEY

AGENDA FOR ANNUAL REORGANIZATION MEETING

January 6, 2025

6:00 p.m.

HIGH SCHOOL CAFETERIA

I. NOTICE

This Reorganization Meeting of January 6, 2025, of the Board of Education of the Borough of North Arlington, in the County of Bergen, State of New Jersey, is held pursuant to notice given, and said notice called for an annual Reorganization Meeting at 6:00 p.m., held in the High School Gymnasium, 222 Ridge Road, North Arlington, NJ, as per notice given to the Clerk of the Borough of North Arlington, the Librarian of the Free Public Library, and the Editors of the following newspapers: the Bergen Record of Hackensack, the Newark Star Ledger, and/or The Observer.

II. SALUTE TO THE FLAG

III. REORGANIZATION MEETING

IV. CALL BY THE SECRETARY

At _____ p.m., in the High School Gymnasium, the Board Secretary calls the meeting to order.

V. REQUIRED OATH OF OFFICE ADMINISTERED

The Board Secretary administers the oath of office to the newly elected Board Member:

George McDermott

VI. ROLL CALL

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

1. ELECTION OF THE PRESIDENT

The Board Secretary calls for **nominations for President** of the Board of Education for calendar year 2025:

Nomination: _____

Nominated by: _____

Second by: _____

The Board Secretary calls for any other nominations.

Motion to close the nominations for President of the Board of Education

On Motion by _____, second by _____.
Discussion:_____. Aye _____
Nay _____
Abstain _____

2. MOTION TO APPOINT BOARD PRESIDENT

Motion to appoint _____President of the Board of Education for calendar year 2025:

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith _____
Mrs. Gilgallon _____
Mr. Dorsett _____
Mrs. Higgins _____
Mr. McDermott _____

Relinquishment of chair by the Board Secretary to the newly elected Board President.

3. ELECTION OF THE VICE PRESIDENT

The President _____calls for nominations for Vice President of the Board of Education calendar year 2025:

Nomination: _____

Nominated by: _____

Second by: _____

The President calls for any other nominations.

Motion to close the nominations for Vice President of the Board of Education:

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

4. MOTION TO APPOINT BOARD VICE PRESIDENT

Motion to appoint _____Vice President of the Board of Education for calendar year 2025:

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

5. BOARD MEMBER CODE OF ETHICS

BE IT RESOLVED, that the Board of Education adopted the Board Member Code of Ethics, as adopted May 10, 1975 by the Delegate Assembly, New Jersey School Boards Association, as follows:

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

2. 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.

3. I will confine my board action to policymaking, planning and appraisal, and l will help to frame policies and plans only after the board has consulted those who will be affected by them.

4. 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.

5. 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.

6. 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.

7. 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.

8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrative officer.

9. I will support and protect school personnel in proper performance of their duties.

10. 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.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

6. COMMITTEES

The President appointed the following standing committees:

LIAISON TO INDIVIDUAL SCHOOLS

Anthony School:

Jefferson School:

Roosevelt School:

Washington School:

Veterans Middle School:

High School:

INSTRUCTION AND PROGRAM

Chairman:

Co-Chairman

OPERATIONS

Chairman:

Co-Chairman:

GOVERNANCE

Chairman:

Co-Chairman:

FISCAL MANAGEMENT

Chairman:

Co-Chairman:

STUDENTS AND COMMUNITY

Chairman:

Co-Chairman:

PERSONNEL

Chairman:

Co-Chairman:

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

HEARING OF CITIZENS

Any members of the public wishing to be heard please stand, state your name and address for the record.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

7. RESOLUTION OF SCHOOL BOARD ELECTION RESULTS

RESOLVED that the Board approved the election results of the November 5, 2024, School Board Election as affirmed by the Borough of North Arlington and certified by the Bergen County Board of Elections.

1. For election to membership on the Board of Education for one (1) three (3) year terms:

Candidate	Total
George McDermott	5,437

2. The Board Secretary/School Business Administrator, upon completion of all tally procedures after the polls had closed at 9:00 p.m., November 5, 2024, declared George McDermott is elected to a full three-year term as a member of the Board of Education.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

8. BOARD MEMBERS

The calendar year 2025 North Arlington Board of Education Board Members and Terms of Office are as follows:

Board Member	Expiration of Term
Heather Gilgallon	2025
Michele Higgins	2025
Robert Dorsett	2026
Edward Smith	2026
George McDermott	2027

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

9. MEETING DATES

The Board hereby approves the following Schedule of Meeting dates:

SCHEDULE OF MEETINGS 2025

Day and Date	Type of Meeting	Location	Time
January 06, 2025 (Mon.)	**Reorganization Meeting**	**High School Gymnasium**	**6:00 p.m.**
January 27, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**
February 10, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Cafeteria**	**7:30 p.m.**
March 10, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**

April 28, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**
May 12, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**
June 10, 2025 (Tues.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**
July 14, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**Board of Education Office**	**7:30 p.m.**
August 26, 2024 (Tues.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**Board of Education Office**	**7:30 p.m.**
September 15, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Pubic Meeting	**High School Gymnasium**	**7:30 p.m.**
October 15, 2025 (Wed.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**
November 13, 2025 (Thurs.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**
December 15, 2025 (Mon.)	**Public Work Session**	**Board of Education Office**	**5:30 p.m.**
	Public Meeting	**High School Gymnasium**	**7:30 p.m.**
January 5, 2026 (Mon.)	**Reorganization Meeting**	**High School Gymnasium**	**6:00 p.m.**

BE IT RESOLVED, that the Board authorizes the Business Administrator to advertise the Schedule of Board Meetings.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mrs. Higgins _____
Mr. Dorsett _____
Mrs. Gilgallon _____
Mr. McDermott _____
Mr. Smith _____

10. ANNUAL REORGANIZATION RESOLUTIONS

The following items are considered non-controversial with the Board and will, therefore, be voted as one motion. If a Board Member wishes to have an item voted on separately, it will be removed from the Consent Agenda. Once the consent motion has been introduced and seconded, Board Members may discuss any items on the Consent Agenda.

RESOLVED, that the North Arlington Board of Education, pursuant to Chapter 231, PAL. (open Public Meetings Act) does hereby proclaim at the Public Meetings of the Board of Education will be held in the North Arlington High School Gymnasium or Cafeteria at 7:30 p.m., as set forth below unless indicated otherwise; and

BE IT FURTHER RESOLVED, that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and School Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that notices of meetings of the Board of Education will be posted in the North Arlington Board of Education Administration Office and posted on the District website; and

BE IT FURTHER RESOLVED, that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, the Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, and in order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district; and

BE IT FURTHER RESOLVED, that the public participation shall be governed and in accordance with North Arlington Board of Education Bylaws #0167.

BE IT FURTHER RESOLVED, that the Board of Education will meet on the dates as per the Regular Business, Work Session and Executive Session Meeting Schedule.

BE IT FURTHER RESOLVED, that the Board authorizes the Business Administrator to advertise the schedule of board meetings. **Schedule of Meeting dates will be readily available on the district website.**

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

11. OFFICIAL NEWSPAPERS

The following newspapers, either published in or circulating in the District, are hereby authorized to be official newspapers of this Board: the Bergen Record of Hackensack, the Newark Star Ledger, and/or The Observer.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

12. POLICIES, RULES AND REGULATIONS

Pending adoption of new rules and regulations, all policies, rules and regulations of this Board which were in effect during the prior year, and not rescinded, revoked or modified by contracts negotiated with employee organizations or other action of the Board, are hereby re-adopted and are in full force and effect during the life of this Board.

WHEREAS, the Board approves the adoption of the Guide for Standard Operating Procedures and Internal Controls.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

13. DESIGNATION OF DEPOSITORIES OF SCHOOL MONIES

BE IT RESOLVED, that the North Arlington Board of Education hereby designates TD Bank as depository for funds of the Board of Education and North Arlington Schools; that the indicated accounts be authorized, and that the designated school officials be approved as the signatories for each account and the designated depositories of funds and school officials will serve at the pleasure of the Board.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

APPOINTMENTS

14. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY TO THE BOARD, AND SECRETARY PRO-TEM

BE IT RESOLVED, that the North Arlington Board of Education makes the following appointments for the dates listed:

Samantha Dembowski	Board Secretary/School Business Administrator	Jan. 1, 2025 – Dec. 31, 2025
Stephen M. Yurchak, Ed.D.	Board Secretary Pro-Tem	Jan. 1, 2025 – Dec. 31, 2025

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

15. CUSTODIAN OF RECORDS

BE IT RESOLVED, that the Board of Education hereby appoints the School Business Administrator/Board Secretary as the Custodian of Records for calendar 2025.

BE IT FURTHER RESOLVED, that Stephen M. Yurchak, Ed.D., is hereby appointed as alternate to the School Business Administrator/Board Secretary.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

16. DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER

BE IT RESOLVED, that the Board of Education hereby appoints Samantha Dembowski as the Public Agency Compliance Officer for calendar 2025.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

17. DESIGNATION OF ASBESTOS MANAGEMENT OFFICERS

BE IT RESOLVED, that the Board of Education hereby appoints the following individuals as Asbestos Management Officers for calendar 2025:

District:	Samantha Dembowski
High School:	Patrick Bott
Veterans Middle School:	Nicole Russo
Roosevelt School:	Alicia Giammanco
Washington School:	Melissa Cutrali
Jefferson School:	Marie Griggs
Susan B. Anthony School:	Jennifer Rodriguez

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

18. DESIGNATION OF SAFETY AND HEALTH OFFICER

BE IT RESOLVED, that the Board of Education hereby appoints Samantha Dembowski as the Safety and Health Officer for calendar 2025.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

19. DESIGNATION OF INDOOR AIR QUALITY OFFICER

BE IT RESOLVED, that the Board of Education hereby appoints Antonio Alho, Supervisor of Buildings and Grounds, as the Indoor Air Quality Officer for calendar 2025.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

20. DESIGNATION OF RIGHT TO KNOW OFFICER

BE IT RESOLVED, that the Board of Education hereby appoints Antonio Alho, Supervisor of Buildings and Grounds, as the Right to Know Officer for calendar 2025.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

21. DESIGNATION OF CHEMICAL HYGIENE OFFICER

BE IT RESOLVED, that the Board of Education hereby appoints Samantha Dembowski as the Chemical Hygiene Officer for calendar 2025.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

22. DESIGNATION OF AHERA COORDINATOR

BE IT RESOLVED, that the Board of Education hereby appoints Antonio Alho, Supervisor of Buildings and Grounds, as the AHERA Coordinator for calendar 2025.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

23. DESIGNATION OF SCHOOL PHYSICIAN

Dean T. Filion, D.O., NJ Spine & Sports Medicine, 84 Orient Way, Rutherford, NJ 07070, is hereby appointed School Physician for school year 2025, for an amount not to exceed $22,000.00.

BE IT FURTHER RESOLVED, that the term of this appointment shall coincide with the life of this Board. This appointment is awarded without competitive bidding under the provisions of the "Local Public Contract Law" of New Jersey.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

24. DESIGNATION OF AFFIRMATIVE ACTION OFFICER AND SECTION 504 COORDINATOR

BE IT RESOLVED, that the North Arlington Board of Education makes the following appointments for the dates listed:

Jennifer Rodriguez	Affirmative Action Officer/ Title IX Coordinator	Jan. 1, 2025 – Dec. 31, 2025
Michael Burke	Section 504 Coordinator	Jan. 1, 2025 – Dec. 31, 2025

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

25. DESIGNATION OF PROFESSIONAL SERVICES

BE IT RESOLVED, that the North Arlington Board of Education designates the following as the official representatives of the Board for the following services for the following dates:

		Dates
Auditor	Donohue, Gironda, Doria & Tomkins, LLC 310 Broadway Bayonne, NJ 07002	Jan. 1, 2025 –Dec. 31, 2025
Architect	Spiezle Architectural Group Inc. (project specific) 1395 Yardville Hamilton Square Suite 2A Hamilton, NJ 08691	Jan. 1, 2025 – Dec. 31, 2025
Bond Counsel	McCarter & English, Esqs. 100 Mulberry Street Newark, NJ 07102	Jan. 1, 2025 – Dec. 31, 2025
Financial Advisory Services	Phoenix Advisors, LLC 625 Farnsworth Avenue Bordentown, NJ 08505	Jan. 1, 2025 - Dec. 31, 2025

Board Attorney	Fogarty & Hara, Esqs. 21-00 Route 208 South Fair Lawn, NJ 07410	Jan. 1, 2025 – Dec. 31, 2025
Environmental Consultants & Engineers	T&M Associates 40 Monmouth Park Highway, Suite 2 West Long Branch, NJ 07764	Jan. 1, 2025– Dec. 31, 2025

BE IT FURTHER RESOLVED, that the Board authorizes the Business Administrator to advertise these professional services.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith _____
Mrs. Gilgallon _____
Mr. Dorsett _____
Mrs. Higgins _____
Mr. McDermott _____

26. COMPUTER MANAGEMENT SERVICES

BE IT RESOLVED, that the Board of Education hereby approves the appointment of **Realtime Information Technology, Inc.,** 1000 Washington Street, Toms River, NJ 08753, to provide student software and support during the 2024-2025 school year. Furthermore, the Board Secretary is hereby authorized and directed to execute an agreement with the aforementioned firm.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith _____
Mrs. Gilgallon _____
Mr. Dorsett _____
Mrs. Higgins _____
Mr. McDermott _____

27. INTEGRATED PEST MANAGEMENT COORDINATOR

BE IT RESOLVED, that the Board of Education hereby appoints the following as the Integrated Pest Management Coordinators for the 2024-2025 school year:

High School:	Patrick Bott, Principal
Veterans Middle School:	Nicole Russo, Principal
Roosevelt School:	Alicia Giammanco, Principal
Washington School:	Melissa Cutrali, Principal
Jefferson School:	Marie Griggs, Principal
Anthony School:	Jennifer Rodriguez, Principal
District-Wide:	Antonio Alho, Supervisor of Buildings and Grounds (District Liaison)

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

28. QUALIFIED PURCHASING AGENT

WHEREAS, 18A:18A-2 provides that the 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 advertisement, 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 (currently $44,000.00), 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 (currently $6,600.00) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE, BE IT RESOLVED, that the North Arlington Board of Education, pursuant to the statutes cited above, hereby appoints Samantha Dembowski, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the North Arlington Board of Education; and

BE IT FURTHER RESOLED, that Samantha Dembowski is hereby authorized to award contracts on behalf of the North Arlington Board of Education that are in the aggregate less than 15% of the bid threshold (currently $6,600.00), without soliciting competitive quotations; and

BE IT FURTHER RESOLVED, that Samantha Dembowski is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts, when said contracts in the aggregate exceed 15% of the bid threshold (currently $6,600.00), but less than the bid threshold of $44,000.00, effective immediately and to continue to the next organization meeting of the Board.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

29. AGENT AUTHORIZATION

The Superintendent recommends that the Board authorize **Omni Group**, Water Tower Park, 1099 Jay Street, Rochester, NY, as a third-party administrator for 403B and 457 services.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

30. NJ DEPARTMENT OF AGRICULTURE DESIGNEES

BE IT RESOLVED, that the North Arlington Board of Education hereby approves the following appointments for the 2024-2025 school year:

Samantha Dembowski	Certifier
Ann Treacy	Submitter

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

31. NON-PUBLIC NURSING SERVICES

BE IT RESOLVED, that the North Arlington Board of Education authorizes the School Business Administrator/Board Secretary to enter into an agreement with the Catapult Learning to provide non-public nursing services to Queen of Peace students for the 2024-2025 school year at an annual rate not to exceed the District's entitlement for non-public nursing aid.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

32. CHAPTER 192/193 SERVICES AGREEMENT/NON-PUBLIC SCHOOL SERVICES

BE IT RESOLVED, that the North Arlington Board of Education hereby authorizes the School Business Administrator/Board Secretary to enter into an agreement with Bergen County Special Services to provide remedial and auxiliary services to eligible students attending non-public schools within the North Arlington School District as required under Chapter 192/193 laws for the 2024-2025 school year at an annual rate not to exceed the district's entitlement.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

MEMBERSHIPS

33. MEMBERSHIP IN SOUTH BERGEN REGION VII

BE IT RESOLVED, that the North Arlington Board of Education hereby approves continuation of its membership in the South Bergen Region VII Council for Special Education for the 2024-2025 school year, does hereby accept, adopt and agree to comply with the Region VII bylaws, designate the Superintendent of Schools as its representative to Region VII, empower him to cast all votes and take other action necessary to represent its interest in Region VII. The Board further approves the Joint Transportation Agreements for all North Arlington Students who are transported through Region VII.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

34. MEMBERSHIP IN NEW JERSEY SCHOOL BOARDS ASSOCIATION (NJSBA)

BE IT RESOLVED, that the North Arlington Board of Education approves membership in the New Jersey School Boards Association for the 2024-2025 school year.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

35. MEMBERSHIP IN THE HORIZON BLUE CROSS/BLUE SHIELD OF NEW JERSEY HEALTH BENEFITS PROGRAM

BE IT RESOLVED, that the North Arlington Board of Education approves participation by the District in the Horizon Blue Cross/Blue Shield of New Jersey for health benefits for the 2023-2024 school year.

BE IT FURTHER RESOLVED, that the Board approves participation with Integrity Consulting Group, 1271 Little Gloucester Road, Suite 8, Blackwood, NJ 08012, as Broker of Record for Health Benefits, Prescription Benefits and Dental Benefits for the period July 1, 2024 through June 30, 2025.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

36. COOPERATIVE PRICING PROGRAM

BE IT RESOLVED, that the North Arlington Board of Education approves an agreement with **Educational Data Services, Inc.,** 238 Midland Avenue, Saddle Brook, NJ 07662, for the district to participate in cooperative pricing program for the 2024-2025 school year.

BE IT FURTHER RESOLVED, that the North Arlington Board of Education approves an agreement with **Middlesex Regional Educational Services Commission**, 4 AAA Drive, Robbinsville, NJ 08691 for Broadband, Wide Area Network and Internet Cooperative Purchasing Initiative in accordance with E-rate guidelines for the district to participate in cooperative pricing program for the 2024-2025 school year.

BE IT FURTHER RESOLVED, that the North Arlington Board of Education approves an agreement with **County of Union Cooperative,** 10 Elizabethtown Plaza, Elizabeth, NJ 07207 for the district to participate in cooperative pricing program for the 2024-2025 school year.

BE IT FURTHER RESOLVED, that the North Arlington Board of Education approves an agreement with **Hunterdon ESC Cooperative**, 37 Hoffmans Crossing Road, Califon, NJ 07830 for the district to participate in cooperative pricing program for the 2024-2025 school year.

BE IT FURTHER RESOLVED, that the North Arlington Board of Education approves an agreement with **Educational Services Commission of New Jersey (ESCNJ)**, 1660 Stelton Road, 2nd Floor, Piscataway, NJ 08854 for the district to participate in cooperative pricing program for the 2024-2025 school year.

BE IT FURTHER RESOLVED, that the North Arlington Board of Education approves an agreement with U.S. General Services Administration **(GSA)**, 1800 F Street NW, Washington, DC, 20405 for the district to participate in cooperative pricing program for the 2024-2025 school year.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

37. <u>CASH MANAGEMENT</u>

BE IT RESOLVED, that the North Arlington Board of Education authorizes the School Business Administrator/Board Secretary to perform the following:

a. Transfer funds among the various bank accounts of the District.

b. Transfer line item accounts among the various budgetary accounts.

c. Invest school funds as The Investment Officer of the Board, as permitted by statute.

d. Make payment on the bills and claims prior to their approval by the Board when it is deemed necessary, and then present them for approval at the next Board Meeting.

WHEREAS, pursuant to N.J.S.A. 18A:17-8(b), the Board Secretary is responsible for the examination and auditing of all accounts and demands against the Board; and

WHEREAS, from time to time said demands against the Board are of an emergent nature and must be paid prior to Board approval in open public meeting as required by statute.

NOW, THEREFORE, BE IT RESOLVED, that the North Arlington Board of Education authorizes the Board Secretary to examine, audit and pay all claims against the Board of an emergent nature prior to Board approval; and

BE IT FURTHER RESOLVED, that all such emergent payments made by the Board Secretary be reported to the Board, ratified, and duly recorded in the minutes at the next open meeting of the Board.

BE IT FURTHER RESOLVED, that, pursuant to N.J.S.A. 18A:22-8.1, the North Arlington Board of Education designates the Board Secretary to approve transfer amounts among line items

and program categories as are necessary between meetings of the Board and that said transfers be reported to the Board, ratified, and duly recorded in the minutes of the next open meeting of the Board.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

38. <u>ESTABLISH PETTY CASH ACCOUNT</u>

BE IT RESOLVED, that the Board of Education establishes a Petty Cash Account with TD Bank, North Arlington, NJ; and

BE IT FURTHER RESOLVED, that each disbursement will not exceed $50.00; and

BE IT FURTHER RESOLVED, that expenditures over $50.00 will be preapproved by the Board President prior to release.

BE IT FURTHER RESOLVED, that the Board of Education establishes a Petty Cash Account in an amount not to exceed $600.00 for day-to-day incidental expenses, to be managed by the Accounts Manager.

BE IT FURTHER RESOLVED, that the entire Board will be advised of any expenditures over $50.00.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

39. <u>PROCUREMENT OF GOODS/SERVICES</u>

BE IT RESOLVED, that the North Arlington Board of Education authorizes the procurement of goods and services from the following vendors through the state agency for the 2024-2025 school year as provided for in Title 18A:18A-10 without advertising for bids, or after having rejected all bids obtained pursuant to advertising.

To permit the School Business Administrator to participate in the New Jersey State contracting process for the purchase of the following types of goods and services:

Computers	A/C Heating, Ventilation
Custodial Supplies	Sports Goods

Office and Classroom Furniture
Office Supplies
Peripheral Equipment
School Supplies
Science Lab Supplies
Transportation Equipment
Data Communication/Network
Computer Data Technical Support
Tools, motors, chemical equipment
Library Supplies

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

INSURANCE MEMBERSHIPS

40. INSURANCE

BE IT RESOLVED, by the Board of Education that, pursuant to the provisions of Title 18A:18A-42, that it continue to participate as a member of the **SAIF Insurance Pool**; and

BE IT FURTHER RESOLVED, that such membership shall continue for a period of one year, effective July 1, 2024 through June 30, 2025; and

BE IT FURTHER RESOLVED, that **Treadstone Risk Management, LLC** is hereby designated Broker of Record; and

BE IT FURTHER RESOLVED, that this appointment is awarded without competitive bidding under the provisions of the "Local Public Contract Law" of New Jersey.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

41. WORKERS' COMPENSATION POOL

BE IT RESOLVED, by the North Arlington Board of Education that, pursuant to the provisions of Title 18A:18A-42, that it continue to participate as a member of the **South Bergen Workers' Compensation Pool**; and

BE IT FURTHER RESOLVED, that such membership shall continue for a period of one year, effective July 1, 2024 through June 30, 2025.

BE IT FURTHER RESOLVED, that the North Arlington Board of Education hereby appoints the Board Secretary, or her designee, and its representative, to serve on the committee from which a Board of Trustees shall be selected to manage the affairs of the insurance pool in accordance with the by-laws of the South Bergen Workers' Compensation Pool in effect as of the date of this resolution as authorized and permitted by state statute.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

42. STUDENT ACCIDENT INSURANCE

BE IT RESOLVED, that the North Arlington Board of Education approves the appointment of **Bob McCloskey Insurance,** 1100 Campus Drive West, Morganville, NJ 07751 as the student insurance carrier for the 2024-2025 school year.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

43. BANKING CONSORTIUM/SIGNATURE AUTHORIZATION RESOLUTION

RESOLVED, by the governing body of The North Arlington Board of Education, as follows:

That **TD Bank** be, and hereby is, designated a depository of funds of The North Arlington Board of Education, with authority to accept at any time for the credit of the Depositor, deposits in checking, savings, money market savings, term or any other account, by whomever and made in whatever manner endorsed; and

That the Bank shall not be liable in connection with the collection of such items that are handled by the Bank without negligence and the Bank shall not be liable for the acts of its agents, subagents or for any other casualty; and

That the Depositor assumes full responsibility for and shall indemnify the Bank against all losses, liabilities and claims resulting from payments, withdrawals or orders made or purported to be made in accordance with, or from actions taken in good faith and in reliance upon this resolution; and

That the Bank be, and hereby is, authorized and directed to certify, pay or otherwise honor all checks, drafts, notes, bills of exchanges, acceptances, undertakings and other instruments or orders for the payment, transfer or withdrawal of money for whatever purpose and to whomsoever payable when such instruments and orders are properly made, signed, or endorsed by the signature, the actual or purported facsimile signature or the oral direction of any of the authorized signers below; provided however, that any check, draft, note, bill of exchange, acceptance, undertaking or other instrument for the payment, transfer or withdrawal must bear the actual or purported facsimile signature of one or more of the below designated officers and/or persons, or his or their appointees:

That any authorized signer acting alone be, and hereby is, authorized on behalf of the Depositor to endorse, negotiate and collect any and all checks, drafts, notes, bills of exchange, acceptances, undertakings and other instruments and to open and close and update information on any account of the Depositor at the Bank; and
That the Bank may rely on any signature, endorsement or order and any facsimile signature or written instruction reasonably believed by the Bank to be made by an authorized signer, and the Bank may act on any direction of an authorized signer without inquiry and without regard to the application of the proceeds thereof, provided that the Bank acts in good faith; and

That the Depositor assumes full responsibility for and shall indemnify the Bank against all losses, liabilities and claims resulting from payments, withdrawals or orders made or purported to be made in accordance with, or from actions taken in good faith and in reliance upon this Resolution; and

That Bank may rely on this document and on any certificate by an authorized representative of the Depositor as to the names and signatures of the authorized signers of the Depositor until the Bank has actually received written notice of a change and has had a reasonable period of time to act on such notice; and

That any of the following named persons, or persons from time to time holding the following offices of the Depositor be, and hereby are, designated as the authorized signers to act on behalf of the Depositor in accordance with the Resolution:

1. Board President

2. Board Vice President

3. Board Secretary/School Business Administrator or her designee(s)

4. Superintendent of Schools (North Arlington Board of Education Capital Reserve Account, North Arlington Board of Education Capital Projects Account)

5. High School Principal or High School Assistant Principal (NAHS Organization Fund and NAHS High School Principal, Assistant Principal and Athletic Director - Athletic Account)

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

44. BUSINESS CONDUCT

BE IT RESOLVED, that the North Arlington Board of Education will conduct the business of the Board of Education according to the appropriate statutes, administrative codes, rules, regulations, and policies and procedures of the district, which are hereby readopted.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

45. MOTION TO ESTABLISH FEES FOR COPIES OF PUBLIC DOCUMENTS

Except as otherwise provided by law or regulation, the fee assessed for the duplication of a government record embodied in the form of printed matter shall not exceed the following:

- First page to tenth page, $0.75 per page;
- Eleventh page to twentieth page, $0.50 per page;
- All pages over twenty, $0.25 per page.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

SUNSHINE RESOLUTION

WHEREAS, this meeting is duly and properly called for a regular session meeting of this Body and adequate notice has been given as provided for by the "Open Public Meetings Act"; and

WHEREAS, it is now necessary that the Board of Education consider the following matter: which fall(s) within the exceptions as set forth in the "Open Public Meetings Act" and therefore are matters which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately _____ minutes.

NOW, THEREFORE, BE IT RESOLVED, by the North Arlington Board of Education as follows:

That this body shall at this time recess this meeting and conduct a closed meeting concerning the above referenced matter(s), which involve exceptions this body hereby determines are of such a nature that they cannot be discussed at an open meeting and this body is at this time unable to determine when the matter(s) under discussion can be disclosed to the public. However, this body will make such a disclosure when circumstances permit.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

Time recessed:_____ Time reconvened:_____

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

ADJOURNMENT

There being no further business to come before the Board of Education of the Borough of North Arlington, in the County of Bergen, State of New Jersey, this Reorganization Meeting of January 6, 2025 adjourned at _____p.m.

On Motion by _____, second by _____.
Discussion:_____. Roll Call:

Mr. Smith	_____
Mrs. Gilgallon	_____
Mr. Dorsett	_____
Mrs. Higgins	_____
Mr. McDermott	_____

SD:at