



## MAHWAH BOARD OF EDUCATION

60 Ridge Road, Mahwah, NJ 07430

**Richard DeSilva, Jr.**  
1st Vice President

**Brett Coplin**  
**John Dinice**  
**Trista Daveniero**

**Prema C. Moorthy, PhD**  
President

**Benjamin A. Kezmarsky**  
2nd Vice President

**Michael Galow**  
**Christopher L. Hughes**  
**Janine Jansen**

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MINUTES OF THE PUBLIC REORGANIZATION AND PUBLIC WORKS SESSION/ACTION MEETING OF THE MAHWAH BOARD OF EDUCATION held on Wednesday, January 8<sup>th</sup>, 2025, in the Administrative Offices, 60 Ridge Road, Mahwah, New Jersey.

*PLEASE NOTE: This meeting of the Mahwah Board of Education is open to members of the public to be physically present. Members of the public that attend will be asked to follow the same procedures as all other visitors to our schools. Those procedures can be found on the agenda page of our website. Additionally, the Board meeting will be live streamed for viewing purposes only. Anyone wishing to view the meeting, may do so via Zoom (<https://zoom.us>).*

### CALL TO ORDER

Mr. Lambe called the meeting to order at 7:00 pm.

### PRESIDENT'S ANNOUNCEMENT

Adequate notice of the agenda of this meeting has been provided to *The Ridgewood News and The Record* specifying that the Mahwah Board of Education will meet on January 8<sup>th</sup>, 2025, in the Administrative Offices, 60 Ridge Road, Mahwah, New Jersey. A copy was filed with the Township Clerk.

### SALUTE TO THE FLAG

### ROLL CALL

PRESENT: Mesdames Jansen, and Moorthy  
Messrs. Coplin, Dinice, Hughes and DeSilva

ABSENT: None

ALSO PRESENT: Michael DeTuro, Ed.D., Superintendent of Schools  
Dennis M. Fare, Ed.D., Assistant Superintendent  
Thomas Lambe, Business Administrator, Board Secretary  
Linda A. Bovino-Romeo, Ph.D., Director of Curriculum & Instruction  
Lisa Rizzo, Director of Special Services  
Alexis Kasparian, Student Representative  
Five (5) members of the public attended in-person  
One (1) member of the public attended via Zoom

### OATH TO OFFICE

Mr. Lambe administered the oath of office to Ms. Daveniero, Mr. Galow, and Mr. Kezmarsky. All three had been re-elected for a three-year term on the board. Mr. Lambe explained the election process for the board president.

Mr. DeSilva nominated Dr. Moorthy for board president. There were no other nominations.

NOMINATIONS FOR BOARD PRESIDENT

Mr. DeSilva nominated Dr. Moorthy for Board President. No other nominations. Dr. Moorthy was elected Board President by a roll call vote of **9 ayes, 0 nays**.

Board President Dr. Moorthy was handed the gavel by Mr. Lambe.

Dr. Moorthy thanked her family and fellow board members for their trust, and looks forward to working cooperatively. Dr. Moorthy reported excitement for the upcoming plans of the district, especially the Strategic Plan process.

NOMINATIONS FOR 1<sup>ST</sup> VICE PRESIDENT

Mr. Kezmarsky nominated Mr. DeSilva for 1<sup>st</sup> Vice President. No other nominations. Mr. DeSilva was elected 1<sup>st</sup> Vice President by a roll call vote of **9 ayes, 0 nays**.

Dr. Moorthy congratulated 1<sup>st</sup> Vice President, Mr. DeSilva.

NOMINATIONS FOR 2<sup>ND</sup> VICE PRESIDENT

Mr. DeSilva nominated Mr. Kezmarsky for 2<sup>nd</sup> Vice President. No other nominations. Mr. Kezmarsky was elected 2<sup>nd</sup> Vice President by a roll call vote of **9 ayes, 0 nays**.

Dr. Moorthy congratulated 2<sup>nd</sup> Vice President, Mr. Kezmarsky.

MOTION TO OPEN THE MEETING TO THE PUBLIC

It was moved by Mr. DeSilva, seconded by Mr. Hughes to open the meeting to the public.

**Motion carried 9 ayes, 0 nays at 7:12 pm.**

MOTION TO CLOSE THE MEETING TO THE PUBLIC

It was moved by Mr. Galow, seconded by Mr. Kezmarsky to close the meeting to the public.

**Motion carried 9 ayes, 0 nays at 7:12 pm.**

APPOINTMENTS

It was moved by Mr. Galow, seconded by Mr. Kezmarsky to approve appointment items 1-19.

1- SCHOOL BUISNESS ADMINISTRATOR/ BOARD SECRETARY

RESOLVED: that the Mahwah Board of Education appoints Thomas Lambe as the Business Administrator/Board Secretary for the period January 1, 2025 through December 31, 2025.

FURTHER RESOLVED: that the Mahwah Board of Education appoints Thomas Lambe as Qualified Purchasing Agent duly assigned the authority, responsibility, and accountability for the purchasing of the Board and having the power to prepare advertisements, advertise and prepare bids, and to award contracts pursuant to 18A:18A-3-a (bid threshold), 18A:18A-37a (quotation), and 18A:18A-7a (emergency purchases).

FURTHER RESOLVED: that the Mahwah Board of Education maintains the bid threshold at \$44,000 for the Qualified Purchasing Agent.

2- SCHOOL BOARD ATTORNEY

RESOLVED: that the Mahwah Board of Education appoints the law firm of Schenck, Price, Smith & King, LLP of Florham Park, New Jersey to serve as legal counsel for the school district from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

3- SCHOOL BOARD ATTORNEY

RESOLVED: that the Mahwah Board of Education appoints the law firm of Scarinci & Hollenbeck, LLC of Lyndhurst, New Jersey to serve as legal counsel for the school district for Special Education and other legal matters on an as needed basis from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

4- SCHOOL BOARD ATTORNEY- FOR REGION 1 NORTHWEST BERGEN COUNCIL FOR SPECIAL EDUCATION

RESOLVED: that the Mahwah Board of Education appoints the law firm of Fogarty & Hara of Fair Lawn, New Jersey to serve as legal counsel for the Region I Northwest Bergen Council for Special Education from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

5- TREASURER OF SCHOOL MONIES

RESOLVED: that the Mahwah Board of Education appoints Philip H. Nisonoff, Ed.D., as Treasurer of School Monies through December 31, 2025.

6- AUDITOR

RESOLVED: that the Mahwah Board of Education appoints Nisivoccia, LLP of Mt. Arlington, New Jersey, as auditor for the 2025-2026 school year.

7- DISTRICT ARCHITECT

RESOLVED: that the Mahwah Board of Education appoints Tokarski Millemann Architects, LLC, Brick, New Jersey, as architect of record for the purpose of additions, alterations, and improvements, to serve as financial advisor from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

8- DISTRICT ARCHITECT/ ENGINEER

RESOLVED: that the Mahwah Board of Education appoints LAN Associates, Midland Park, New Jersey, as architect/engineer of record, for the purpose of additions, alterations, and improvements, from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

9- INSURANCE CONSULTANT- RISK MANAGER

RESOLVED: that the Mahwah Board of Education appoints the firm of Professional Insurance Associates of Carlstadt, New Jersey, as insurance consultant and risk manager to serve as financial advisor from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

10- SCHOOL BOARD ATTORNEY- BOND COUNSEL

RESOLVED: that the Mahwah Board of Education appoints the law firm of Wilentz, Goldman & Spitzer, P.A. of Woodbridge, New Jersey to serve as bond counsel for the school district on an as needed basis from January 2025 to the reorganization meeting in January 2026.

11- PROFESSIONAL SERVICES CONTRACT

RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Mahwah Board of Education approves a professional services contract with Acrisure LLC dba IMAC Insurance Agency to be the broker of record for Health Benefits for the District; medical, prescription and dental, to serve as financial advisor from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

12- FINANCIAL ADVISOR

RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Mahwah Board of Education appoint Phoenix Advisors, of Bordentown, New Jersey to serve as financial advisor from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

13- AFFIRMATIVE ACTION OFFICER

RESOLVED: that the Mahwah Board of Education appoints Dr. Dennis M. Fare, Assistant Superintendent, Administrative Offices, 60 Ridge Road, Mahwah, New Jersey, as Affirmative Action Officer from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

14- TITLE IX COORDINATOR

RESOLVED: that the Mahwah Board of Education appoints Dr. Dennis M. Fare, Assistant Superintendent, Administrative Offices, 60 Ridge Road, Mahwah, New Jersey, as Title IX Coordinator from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

15- DISTRICT ANTI-BULLYING COORDINATOR

RESOLVED: that the Mahwah Board of Education appoints Lisa Rizzo, Director of Special Services, Administrative Offices, 60 Ridge Road Mahwah, New Jersey, to the position of District Anti-Bullying Coordinator from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

16- PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O)

RESOLVED: that the Mahwah Board of Education appoints Thomas Lambe as the Public Agency Compliance Officer (P.A.C.O.) for the Mahwah Board of Education and to serve in such capacity until the next organizational meeting of the Board. This appointment is made in accordance with N.J.A.C. 17:27-1.1.

17- ABUSED, NEGLECTED, MISSING, AND HOMELESS CHILDREN LIAISON

RESOLVED: that the Mahwah Board of Education appoints Lisa Rizzo, Director of Special Services, Administrative Offices, 60 Ridge Road, Mahwah, New Jersey, to the position of Abused, Neglected, Missing, and Homeless Children Liaison from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

18- SECTION 504 COMPLIANCE OFFICER

RESOLVED: that the Mahwah Board of Education appoints Dr. Dennis M. Fare, Assistant Superintendent, Administrative Offices, 60 Ridge Road, Mahwah, New Jersey, as Section 504 Compliance Officer from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

19- ADA COORDINATOR

RESOLVED: that the Mahwah Board of Education appoints Gregory Romero, Jr., Supervisor of Buildings and Grounds, Administrative Offices, 60 Ridge Road, Mahwah, New Jersey, as ADA Coordinator from the reorganization meeting in January 2025 to the reorganization meeting in January 2026.

**Motion carried 9 ayes, 0 nays at 7:13 pm**

APPROVALS

It was moved by Ms. Jansen, seconded by Mr. Coplin to approve items 1-7.

1- DEPOSITORY OF SCHOOL FUNDS

RESOLVED: that the Mahwah Board of Education authorizes the Business Administrator to use the TD Bank for deposit of school funds and continues the practice of having the Board President and / or Board Secretary as those persons authorized to sign school warrants. Additionally, warrants from the Public School Fund may be signed by the Business Administrator, Assistant Superintendent or Mahwah High School Principal.

2- RE-ADOPTION OF EXISTING BYLAWS, POLICIES, AND REGULATIONS

RESOLVED: that the newly organized Board of Education re-adopts all existing Bylaws, Policies and Regulations as described in the current manuals of Bylaws, Policies and Regulations.

3- NAMING OF OFFICIAL NEWSPAPERS

RESOLVED: that the newly organized Board of Education names The Ridgewood News and The Record as official newspapers in which to advertise Board notices.

4- SIGNATURE FACSIMILES

RESOLVED: that the Mahwah Board of Education's practice of using facsimile signatures, for the purpose of signing checks, be continued for the Board President and Board Secretary.

5- ORGANIZATIONAL CHART

RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Mahwah Board of Education approves the Organizational Chart for the 2025 – 2026 school year (Policy 1110).

6- JOB DESCRIPTION

RESOLVED: that, upon the recommendation of the Superintendent of Schools, the Mahwah Board of Education approves all Mahwah Township Public school's job descriptions for the 2025 – 2026 school year (Regulation 1400).

7- POLICY 8330

RESOLVED: that the Mahwah Board of Education, in compliance with N.J.A.C. 6:3-6-3(a) 2, acknowledges the following language on student records in Policy 8330:

“Mandated student records are those records school districts have been directed to compile by State statute, regulations, or authorized administrative directive in accordance with N.J.A.C. 6A:32-7.3.

Permitted student records are those student records not mandated pursuant to N.J.A.C. 6A:32-7.3, but authorized by the Board to promote the student's educational welfare. The Board shall authorize the permitted records to be collected by adopting Policy and Regulation 8330, which will list such permitted records.”

**Motion carried 9 ayes, 0 nays at 7:13 pm**

BOARD MEMBER CODE OF ETHICS

It was moved by Mr. Coplin, seconded by Mr. DeSilva to approve item 8.

8- BOARD MEMBER CODE OF ETHICS

RESOLVED: that, pursuant to N.J.S.A. 18A:12-24.1 and upon the recommendation of the Superintendent of Schools, the Mahwah Board of Education approves that the Board adopts the following Board Member Code of Ethics:

Board Member Code of Ethics

1. 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.
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 I 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. 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.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief 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 such complaints at public meetings only after failure of an administrative solution.

MOTION TO ADJOURN REORGANIZATION MEETING

It was moved by Mr. Galow, seconded by Mr. Dinice to adjourn from the reorganization part of the action meeting

**Motion carried 9 ayes, 0 nays at 7:15 pm**

Respectfully submitted,



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Thomas Lambe  
Business Administrator/Board Secretary