

JACKSON TOWNSHIP BOARD OF EDUCATION

January 4, 2017
Reorganization Meeting

5:30 P.M.
Administration Building Conference Room

This meeting is in compliance with the Open Public Meeting Law, and has been duly advertised in the Asbury Park Press.

1. Organization Meeting of the Board of Education
 - A. Call to Order by the Secretary of the Board
 1. Salute to the Flag
 2. Call of the Roll
 3. Certification of Election Results
 - B. Administration of the Oath of Office or Affirmation
 - C. Election of Officers
 1. Nomination and Election for Office of the President
 2. New President takes the Chair
 3. Nomination and Election for Office of Vice President
 - D. Approval of Agenda
 - E. Code of Ethics for School Board Members Review – Attorney Nick Montenegro
 - F. The Board of Education reaffirms the School Ethics Act and Code of Ethics for School Board Members.
 - G. The Board of Education authorizes the use of electronic equipment to record all official board meetings for the period of February 1, 2017 through January 30, 2018 for the purpose of preparing the official minutes, such recordings to be maintained for 45-days.
 - H. The Board of Education designates the cost of \$15.00 per year for disseminating the annual notice (as provided in the Guidelines, re: Open Public Meeting Law), to any person requesting same, other than those so designated in the law. Designated recipients by law are: township clerk and the newspaper being officially designated by the Board.
 - I. The Board of Education designates the Asbury Park Press as official newspaper of the Board of Education.
 - J. The Board of Education reaffirms the Board's rules and regulations, policies, curriculum and employee labor contracts as they now exist.
 - K. The Board of Education reaffirms the Robert's Rules of Order, Newly Revised, as the guide for the conduct of all meetings when specific statutory guidance is lacking.
 - L. The Board of Education reaffirms the Committee of the Whole (COTW) meeting structure.

1. Organization Meeting – continued

M. Designates the following banks as official banks of the Jackson Board of Education for the period of February 1, 2017 through January 31, 2018:

- Ocean First Bank*
- Bank of America, Jackson
- New Jersey ARM
- NJ Cash Management Fund
- TD Bank
- U.S. Bank

N. The Board of Education sets the official meeting schedule as follows:

<u>Date</u>	<u>Type of Meeting</u>	<u>Time</u>	<u>Location</u>
Wednesday, January 4, 2017	Reorganization	5:30 PM	Administration Building
January 10, 2017	COTW Workshop	5:30 PM	Administration Building
January 17, 2017	Business	6:30 PM	Administration Building
February 14, 2017	COTW Workshop	5:30 PM	Administration Building
February 21, 2017	Business	6:30 PM	JMHS Fine Arts Auditorium
March 14, 2017	COTW Workshop	5:30 PM	Administration Building
March 21, 2017	Business	6:30 PM	Administration Building
April 18, 2017	COTW Workshop	5:30 PM	Administration Building
April 25, 2017	Business/Budget Hearing	6:30 PM	JMHS Fine Arts Auditorium
May 16, 2017	Combined COTW/Business	6:30 PM	Administration Building
June 27, 2017**	Combined COTW/Business	5:30 PM	Administration Building
July 18, 2017	Combined COTW/ Business/Goal Setting	5:30 PM	Administration Building
August 15, 2017	Combined COTW/Business	5:30 PM	Administration Building
August 29, 2017	Business-Personal only	5:30 PM	Administration Building
September 12, 2017	COTW Workshop	5:30 PM	Administration Building
September 19, 2017	Business	6:30 PM	Administration Building
October 10, 2017	COTW Workshop/State of the Schools	5:30 PM	Administration Building
October 17, 2017	Business	6:30 PM	Administration Building
November 21, 2017	Combined COTW/Business	6:30 PM	Administration Building
December 19, 2017	Combined COTW/Business	6:30 PM	Administration Building
Wednesday, January 3, 2018	Reorganization	5:30 PM	Administration Building
January 9, 2018	COTW Workshop	5:30 PM	Administration Building
January 16, 2018	Business	6:30 PM	Administration Building

O. The Board of Education appoints the firm of Montenegro, Thompson, Montenegro and Genz, as general counsel to the Board of Education for the period of February 1, 2017 - January 31, 2018, in accordance with the terms of the annual retainer agreement.

P. The Board of Education appoints Robert J. Pruchnik of the firm of Campbell & Pruchnik, LLP as special counsel for Special Education for the period of February 1, 2017 - January 31, 2018, in accordance with the terms of the annual retainer agreement.

Q. The Board of Education appoints Schenck, Price, Smith & King, LLP as special counsel for Labor on an as needed basis for the period of February 1, 2017 through January 31, 2018, in accordance with the terms of the annual retainer agreement.

1. Organization Meeting – continued:
 - R. The Board of Education appoints Brielle Orthopedics, P.A., as School Physician for the period February 1, 2017 through January 31, 2018.
 - S. The Board of Education appoints Integrity Consulting Group as Broker of Record for Employee Benefits for the period of February 1, 2017 through January 31, 2018 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
 - T. The Board of Education appoints Capacity Coverage, Manasquan, New Jersey, as Broker of Record for Property, Casualty and Worker’s Compensation Insurance and Student Accident Insurance for the period of February 1, 2017 through January 31, 2018 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
 - U. The Board of Education appoints _____ as Treasurer of School Funds for the period of February 1, 2017 through January 31, 2018.
 - V. The Board of Education appoints the firm of _____ as Board Auditor for the period July 1, 2017 through June 30, 2018 to conduct the 2016-2017 audit.
 - W. The Board of Education appoints _____ Architect, _____ as District Architect of Record for the period of February 1, 2017 through January 31, 2018, in accordance with the terms of the professional services contract.
 - X. The Board of Education appoints Ms. Michelle Richardson as the Qualified Purchasing Agent for the period of February 1, 2017 through January 31, 2018.
 - Y. The Board of Education, in compliance with the Department of the Treasury, Affirmative Action Office, designates Patricia Senus, Purchasing Specialist, as Public Agency Compliance Officer for the Jackson School District.
 - Z. The Board of Education designates Mr. Ed Ostroff, Director-Buildings & Grounds for the following responsibilities, for the period of February 1, 2017 through January 31, 2018:
 - a. AHERA Representative
 - b. Asbestos Management Officer
 - c. Designated Person
 - d. District Safety Coordinator
 - e. EPA Designated Point of Contact
 - f. Indoor Air Quality Point of Contact
 - g. Integrated Pest Management Coordinator
 - h. Lead Paint Removal and Restoration
 - AA. The Board of Education acknowledges receipt of procedures regarding “over expenditure of funds” N.J.A.C. 6A:23A-16.10(c)(4) (formerly N.J.A.C. 6:20-2.12(d)), with forms to be sent directly to the county superintendent of schools, if they suspect an over-expenditure of funds in the district.
 - BB. The Board of Education authorizes the Superintendent of Schools to sign and file all grant applications to the United States government and state government for educational program grants and to represent the District as required in reference to such grant applications.
2. Public Forum
3. Resolutions for Action
4. Adjournment of Reorganization meeting.

**OFFICE OF THE
SUPERINTENDENT OF SCHOOLS**

TO: Jackson Township Board of Education
FROM: **DR. STEPHEN GENCO, SUPERINTENDENT OF SCHOOLS**
RE: January 4, 2017 Reorganization Board Meeting

MOTION: Based on the recommendation of the Superintendent of Schools, the Board of Education adopts the Agenda as presented:

Based on the recommendation of the Superintendent of Schools, the following resolutions are presented for formal approval by the Board of Education.

PERSONNEL:

1. The Board of Education accepts the resignation of the following employees:
 - a. Ashlee Caldwell, Supervisor of Payroll & Health Benefits/Administration, effective January 6, 2017.
2. The Board of Education approves the following substitute staff:
 - a. Laura Ostroff, Substitute Supervisor of Payroll & Benefits/Administration, effective January 5, 2017.