

# JACKSON TOWNSHIP BOARD OF EDUCATION

January 7, 2020  
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. The Board of Education reaffirms the School Ethics Act and Code of Ethics for School Board Members.
  - F. The Board of Education authorizes the use of electronic equipment to record all official board meetings for the period of February 1, 2020 through January 31, 2021 for the purpose of preparing the official minutes, such recordings to be maintained for 45-days.
  - G. 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.
  - H. The Board of Education designates the Asbury Park Press as official newspaper of the Board of Education.
  - I. The Board of Education reaffirms the Board's rules and regulations, policies, curriculum and employee labor contracts as they now exist.
  - J. 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.
  - K. The Board of Education reaffirms the Combined Committee of the Whole (COTW)/Business meeting structure.
  - L. Designates the following banks as official banks of the Jackson Board of Education for the period of February 1, 2020 through January 31, 2021:
    - Ocean First Bank
    - Bank of America
    - New Jersey ARM
    - NJ Cash Management Fund
    - TD Bank
    - U.S. Bank
  - M. The Board of Education sets the official meeting schedule as follows:

<b>Date</b>	<b>Type of Meeting</b>	<b>Time</b>	<b>Location</b>
Tuesday, January 7, 2020	Reorganization	5:30 PM	Administration Building
January 22, 2020	Combined COTW/Business/Teacher of the Year Recognition	6:30 PM	JMHS Fine Arts Auditorium
February 19, 2020	Combined COTW/Business/2020-2021 Budget Presentations	5:30 PM	Administration Building
March 18, 2020	Combined COTW/Business/Adopt Tentative Budget	6:30 PM	Administration Building
April 29, 2020	Combined COTW/Business/2020-2021 Budget Hearing	6:30 PM	Administration Building
May 20, 2020	Combined COTW/Business	6:30 PM	Administration Building
June 17, 2020	Combined COTW/Business/Goal Setting	5:30 PM	Administration Building
July 15, 2020	Combined COTW/Business	5:30 PM	Administration Building
August 19, 2020	Combined COTW/Business	5:30 PM	Administration Building
August 26, 2020	Business-Personnel only	5:30 PM	Administration Building
September 16, 2020	Combined COTW/Business	6:30 PM	Administration Building
October 28, 2020	Combined COTW/Business	6:30 PM	Administration Building
November 18, 2020	Combined COTW/Business	6:30 PM	Administration Building
December 16, 2020	Combined COTW/Business	6:30 PM	Administration Building
January 6, 2021	Reorganization	5:30 PM	Administration Building
January 20, 2021	Combined COTW/Business/Teacher of the Year Recognition	6:30 PM	JMHS Fine Arts Auditorium

1. Organization Meeting – continued:

- N. The Board of Education appoints the firm of Schenck, Price, Smith & King, LLP, as general legal and labor counsel to the Board of Education for the period of February 1, 2020 through January 31, 2021, in accordance with the terms of the annual retainer agreement.
- O. The Board of Education appoints Nicholas Montenegro of the firm of Montenegro, Thompson, Montenegro and Genz as special counsel for land acquisitions and other casework on an as needed basis for the period of February 1, 2020 through January 31, 2021, in accordance with the terms of the annual retainer agreement.
- P. The Board of Education appoints Brielle Orthopedics, P.A., as School Physician for the period February 1, 2020 through January 31, 2021.
- Q. The Board of Education appoints Integrity Consulting Group as Broker of Record for Employee Benefits for the period of February 1, 2020 through January 31, 2021 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
- R. The Board of Education appoints Glenn Insurance, Inc., Absecon, New Jersey, as Broker of Record for Property, Casualty and Worker’s Compensation Insurance and Student Accident Insurance for the period of February 1, 2020 through January 31, 2021 in accordance with 18A:18A-5(10) as an (EUS) Extraordinary Unspecifiable Service.
- S. The Board of Education appoints George Stone as Treasurer of School Funds for the period of February 1, 2020 through January 31, 2021, at a salary of \$8,085.00.
- T. The Board of Education appoints the firm of Suplee, Clooney & Company as Board Auditor for the period July 1, 2020 through June 30, 2021 to conduct the 2019-2020 audit.
- U. The Board of Education appoints Spiezle Architectural Group, Inc. Architect, as District Architect of Record for the period of February 1, 2020 through January 31, 2021, in accordance with the terms of the professional services contract.
- V. The Board of Education appoints School Bus Ads, JAX Media Innovations for School Bus Advertising and approves a renewal contract to provide revenue sources for the Jackson Township Board of Education for the period of February 1, 2020 through January 31, 2021, as per the policy of the Jackson Township Board of Education and the guidelines of the State of New Jersey.
- W. The Board of Education appoints Ms. Michelle Richardson as the Qualified Purchasing Agent for the period of February 1, 2020 through January 31, 2021.
- X. 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.
- Y. The Board of Education designates Mr. Ed Ostroff, Director-Buildings & Grounds for the following responsibilities, for the period of February 1, 2020 through January 31, 2021:
  - 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
- Z. 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.
- AA. 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 7, 2020 Official 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.

**FINANCE:**

1. The Board of Education authorizes the Business Administrator to revise the 2019-2020 contract with ESS/Source4Teachers for the 2019-2020 school year with an amendment to the Paraprofessional full day rate to reflect the January 1, 2020 minimum wage increase rate for this service.

**PROGRAMS:**

1. The Board of Education approves the 2020-2021 District Calendar.

**PERSONNEL:**

1. The Board of Education approves the employment of the following substitutes for the 2019-2020 school year, effective January 8, 2020, unless otherwise noted:
  - a. Keith Wojciechowicz, Teacher, pending fingerprints and substitute certification
2. The Board of Education, upon the recommendation of the Superintendent, accepts with best wishes, the resignation of the following employees, due to retirement:
  - a. Caridad Leon-Garcia, Teacher/Holman, effective July 1, 2020.
3. The Board of Education approves a leave of absence for the following personnel:
  - a. Nicolle Figaro, Athletic Trainer/JMHS, paid Medical Leave of Absence, effective December 11, 2019 through January 15, 2020, returning January 16, 2020.
  - b. Jessie-Ann Barry, Van Aide-Transportation/District, paid Medical Leave of Absence, effective September 1, 2019 through October 22, 2019; revised unpaid Federal Medical Leave of Absence, effective October 23, 2019 through January 10, 2020, returning January 13, 2020.
4. The Board of Education approves the transfer of the following personnel:
  - a. Sandra Taliaferro, transfer from Paraprofessional Part Time AM/Rosenauer to Paraprofessional/Switlik, replacing Sharron Bussanich, effective February 1, 2020, or sooner through June 30, 2020.
5. The Board of Education approves the employment of the following personnel:
  - a. Felicia Marchisotto, Paraprofessionals/Switlik, replacing Beth Decker, effective January 21, 2020 or sooner through June 30, 2020, pending fingerprints.
  - b. Kaitlyn Lord, Paraprofessional Part time AM/Rosenauer, replacing Sandra Taliaferro, effective February 1, 2020 through June 30, 2020, pending fingerprints.
  - c. Keith Wojciechowicz, Technology Teacher/JMHS replacing Thomas Caruso, effective January 28, 2020, pending certifications and fingerprints through June 30, 2020.
  - d. Jamie Zenerovitz, Family Consumer Science Teacher/JMHS and JLHS, replacing Arielle Bozinos, effective March 9, 2020, or sooner, through June 30, 2020.
  - e. Brittany Dilger, Teacher-Physical Education/Goetz, replacing Maureen Cromie, effective February 3, 2020, pending fingerprints through June 30, 2020.