

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Annual Organization Meeting Agenda
Monday, January 5, 2026 7:00 PM
Jefferson Township Board of Education Central Office

- A.** Rita Oroho Giacchi, President *pro tem*, called the meeting to order at _____ PM, and read the Open Meeting Statement.

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

DAILY RECORD, NJ HERALD, and posted on the
Jefferson Township Board of Education website (www.Jefftwp.org);

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

- B.** Pledge of Allegiance.

- C.** Results of the November 4, 2025 Annual School Board Election:

Candidates	Office	Term
Alberto Camacho	Board Member	3 years
Kristin Ruggiero	Board Member	3 years
Christine Seugling	Board Member	3 years

- D.** **Oath of Office** to be administered to elected Board of Education members Alberto Camacho, Kristin Ruggiero, and Christine Seugling by the Board Secretary.

- E.** **ROLL CALL:**

_____ Mr. Brown	_____ Mr. Natale	_____ Mrs. Ruggiero
_____ Mr. Camacho	_____ Mrs. Perez	_____ Mrs. Seugling
_____ Mrs. Mallimo-Orna	_____ Mrs. Poulas	_____ Mrs. Small

- F.** **NOMINATIONS FOR PRESIDENT**

Motion by _____ to nominate _____ for **President** of the Jefferson Township Board of Education.

_____ Mr. Brown	_____ Mr. Natale	_____ Mrs. Ruggiero
_____ Mr. Camacho	_____ Mrs. Perez	_____ Mrs. Seugling
_____ Mrs. Mallimo-Orna	_____ Mrs. Poulas	_____ Mrs. Small

G. NOMINATIONS FOR VICE PRESIDENT

Motion by _____ to nominate _____ for **Vice President** of the Jefferson Township Board of Education.

_____ Mr. Brown	_____ Mr. Natale	_____ Mrs. Ruggiero
_____ Mr. Camacho	_____ Mrs. Perez	_____ Mrs. Seugling
_____ Mrs. Mallimo-Orna	_____ Mrs. Poulas	_____ Mrs. Small

H. Reading of Code of Ethics for School Board Members, Title 18A:12-24.1

A school board member shall abide by the following Code of Ethics for School Board Members:

- a. 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.
- b. 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.
- c. I will confine my board action to policy making, 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.
- d. 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.
- e. 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.
- f. 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.
- g. 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.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. 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.

I. COMMENTS FROM THE AUDIENCE

J. ANNUAL APPOINTMENTS

Motion by _____, seconded by _____ to approve items J.1 through J.11, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mrs. Ruggiero
_____ Mr. Camacho	_____ Mrs. Perez	_____ Mrs. Seugling
_____ Mrs. Mallimo-Orna	_____ Mrs. Poulas	_____ Mrs. Small

J.1 Motion that the Jefferson Township Board of Education will hold their 2026 Meetings in accordance with the scheduled dates shown on the Schedule of Meetings (*Attachment A*).

J.2 Motion to approve the appointment of Brown & Brown Consulting Group, Health Insurance Agent of Record from January 1, 2026 through December 31, 2026.

J.3 Motion to approve the appointment of Arthur J. Gallagher Risk Management Services, Inc., Property/Liability Insurance Agent of Record, from January 1, 2026 through December 31, 2026.

J.4 Motion to approve the appointment of Nisivoccia & Company, Auditor of Record, per agreement to conduct the 2025-2026 audit.

J.5 Motion to approve the appointment of Cleary Giacobbe Alfieri Jacobs, LLC, Attorney of Record, per agreement, from January 1, 2026 through December 31, 2026.

J.6 Motion to approve the appointment of Busch Law Group, Special Counsel of Record for Special Education matters, per agreement, from January 1, 2026 through December 31, 2026.

J.7 Motion to approve the appointment of Scarinci Hollenback, Special Counsel of Record for construction, facilities, public procurement and other contract matters, from January 1, 2026 through December 31, 2026.

J.8 Motion to approve the following banks as Official Depositories for January 1, 2026 through December 31, 2026 and to approve the Checking Accounts/Required Signatories as listed (*Attachment B*).

First Hope Bank Fulton Bank Provident Bank TD Bank KS State Bank

J.9 Motion to approve the *Daily Record*, Morristown, and the *New Jersey Herald*, Newton, New Jersey, as the Official Newspapers of the Jefferson Township Board of Education from January 1, 2026 through December 31, 2026.

J.10 Motion to adopt, based on the recommendation of the Superintendent of Schools, the existing Pre-K - 12 curriculum, assigned textbooks, co-curricular clubs, and programs for the Jefferson Township School District until such time this Board amends the same.

J.11 Motion to adopt, based on the recommendation of the Superintendent of Schools, that all previously written bylaws, policies, and regulations of this Board of Education be continued in force until such time this Board amends the same.

K. DELEGATE APPOINTMENTS

Motion by _____, seconded by _____ to approve items K.1 through K.3, as described below:

_____ Mr. Brown	_____ Mr. Natale	_____ Mrs. Ruggiero
_____ Mr. Camacho	_____ Mrs. Perez	_____ Mrs. Seugling
_____ Mrs. Mallimo-Orna	_____ Mrs. Poulas	_____ Mrs. Small

K.1 Motion to appoint Board Member _____, to serve as delegate to the New Jersey School Boards Association.

K.2 Motion to appoint Board Member _____, to serve as delegate to the Morris County School Boards Association.

K.3 Motion to appoint Board Member _____, to serve as delegate to the Morris County Educational Services Commission.

L. NEW BUSINESS

M. ADJOURN

Motion by _____, seconded by _____ that the meeting adjourn at ____ PM.

_____ Mr. Brown	_____ Mr. Natale	_____ Mrs. Ruggiero
_____ Mr. Camacho	_____ Mrs. Perez	_____ Mrs. Seugling
_____ Mrs. Mallimo-Orna	_____ Mrs. Poulas	_____ Mrs. Small

ATTACHMENT A

Jefferson Township Board of Education

Schedule of Meetings

January 2026 – December 2026

REGULAR MEETINGS

Tuesday, January 20, 2026
Tuesday, February 17, 2026
Monday, March 16, 2026
Monday, April 27, 2026
Monday, May 18, 2026
Monday, June 15, 2026
Monday, July 20, 2026
Monday, August 17, 2026
Monday, September 21, 2026
Tuesday, October 13, 2026
Monday, November 16, 2026
Monday, December 21, 2026

NOTE: All meetings will convene into closed session at 6:30 PM followed by the public portion of the meeting commencing at 7:30 PM unless otherwise noted. A closed session may also be held following the public session, as needed.

MEETING LOCATION:
Jefferson Township High School
1010 Weldon Road
Oak Ridge, NJ 07438

ATTACHMENT B

ACCOUNT NAME	SIGNATORIES	ALTERNATE	NO. OF REQUIRED SIGNATURES
Business Office Petty Cash Annual District Petty Cash Amount: \$1,500	Board Secretary & Superintendent	Board President	2
JTHS Athletic Events Account	Principal & Athletic Director	Assistant Principal(s)	2
JTHS Activity Account	Principal & Assistant Principal(s)	N/A	2
JTHS Scholarship Fund Account	Principal & Assistant Principal(s)	N/A	2
JTHS Retired HS Classes	Principal & Assistant Principal(s)	N/A	2
JTHS Class Escrow	Principal & Assistant Principal(s)	N/A	2
JTHS School Store	Principal & Assistant Principal(s)	N/A	2
JTIS Activity Account	Principal & Assistant Principal(s)	Secretary	2
E.T. Briggs Activity Fund	Principal & Secretary	N/A	2
White Rock Activity Fund	Principal & Secretary	N/A	2
Arthur Stanlick Activity Fund	Principal & Secretary	N/A	2
School Nutrition Account	Board Secretary & Superintendent	Board President	2
Payroll Agency	Treasurer of School Monies	Board Secretary	1
Summer Savings	Treasurer of School Monies	Board Secretary	1
Payroll	Treasurer of School Monies	Board Secretary	1
General	Board Secretary, Treasurer of School Monies & Board President	Board Vice President	3
Unemployment Trust Fund	Treasurer of School Monies & Board Secretary	N/A	2
Capital Projects Account	Board Secretary, Treasurer of School Monies & Board President	Board Vice President	3
Capital Reserve	Board Secretary, Treasurer of School Monies & Board President	Board Vice President	3