

MINUTES
for
ORGANIZATION MEETING

JANUARY 6, 2014

BOARD OF EDUCATION
Linden, New Jersey

Danny A. Robertozzi, Ed.D.
Superintendent of Schools

Denise Cleary
Assistant Superintendent for
Curriculum & Instruction

Kathleen A. Gaylord
Business Administrator/
Board Secretary

CALL MEETING TO ORDER

SALUTE TO FLAG

STATEMENT OF ADEQUATE NOTICE:

In accordance with the Open Public Meetings Act, Chapter 231, adequate notice of this meeting has been provided as follows:

On December 6, 2013 notice was sent to the Home News Tribune, Star Ledger, Union County Local Source, and the Clerk of the Municipality.

NO SMOKING NOTICE:

BY STATE LAW, THERE IS NO SMOKING PERMITTED IN THIS BUILDING AT ANY TIME.

ROLL CALL: 6:00 p.m.

Mr. Alvarez	P	Dr. Robertozzi	P
Mrs. Beviano	P	Mrs. Cleary	P
Mr. Frank	P	Ms. Gaylord	P
Mrs. Hudak	P	Mr. Mark Tabakin	P
Mrs. Ormon	P		
Mr. Russell	P		
Mr. Scaldino	P		
Mr. Strazzella	P		
Mr. Topoleski	P		

1. Motion to approve the 2014 Linden Board of Education:

<u>Board Members</u>	<u>Term Expires</u>
Dylan Frank	2014
Bryan A. Russell	2014
Louis Scaldino	2014
Alexander Alvarez	2015
Archie Strazzella	2015
Raymond J. Topoleski	2015
Dawn Beviano	2016
Susan Hudak	2016
Lisa Ormon	2016

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. Alvarez			X		
Mrs. Beviano			X		
Mr. Frank			X		
Mrs. Hudak			X		
Mrs. Ormon			X		
Mr. Russell		X	X		
Mr. Scaldino			X		
Mr. Strazzella			X		
Mr. Topoleski	X		X		

Motion Carried.

At this time the Business Administrator/Board Secretary entertained nominations for the Office of President of the Linden Board of Education.

2. Motion made by Bryan Russell to nominate Raymond Topoleski for President.
Raymond Topoleski accepted the nomination as President.

The Business Administrator/Board Secretary conducted a roll call vote for Raymond Topoleski as President of the Board.

	Yes	No		Yes	No
Mr. Alvarez	X		Mr. Russell	X	
Mrs. Beviano	X		Mr. Scaldino	X	
Mr. Frank	X		Mr. Strazzella	X	
Mrs. Hudak	X		Mr. Topoleski	X	
Mrs. Ormon	X				

The Business Administrator/Board Secretary declared election of the new President of the Board and turned the gavel over to Raymond Topoleski to act as the presiding officer of the meeting.

At this time, the newly elected Board President entertained nominations for the Office of Vice-President of the Linden Board of Education.

3. Motion made by Dylan Frank to nominate Dawn Beviano for Vice-President.

Dawn Beviano accepted the nomination as Vice-President.

The Business Administrator/Board Secretary conducted a roll call vote for Dawn Beviano as Vice-President of the Board.

	Yes	No		Yes	No
Mr. Alvarez	X		Mr. Russell	X	
Mrs. Beviano	X		Mr. Scaldino	X	
Mr. Frank	X		Mr. Strazzella	X	
Mrs. Hudak	X		Mr. Topoleski	X	
Mrs. Ormon	X				

The Business Administrator/Board Secretary declared election of the new Vice-President of the Board.

ETHICS

1. Pursuant to School Ethics Code N.J.S.A.18A:12-24.1, Code of Ethics for School Board Members, each member swears to and affirms the following:
 - a) I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall 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 that 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 that 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. 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 school.
 - 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 the complaints at public meetings only after failure of an administrative solution.

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. Alvarez			X		
Mrs. Beviano			X		
Mr. Frank		X	X		
Mrs. Hudak			X		
Mrs. Ormon			X		
Mr. Russell	X		X		
Mr. Scaldino			X		
Mr. Strazzella			X		
Mr. Topoleski			X		

Motion Carried.

PERSONNEL

1. a) Reappoint Kathleen A. Gaylord as Business Administrator/Board Secretary effective July 1, 2014 through June 30, 2015 per negotiated agreement.
- b) In accordance with N.J.A.C.5:34-5 et seq., and to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:-18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education, reappoint Kathleen A. Gaylord as Qualified Purchasing Agent as issued by the director of the division of Local Government Services effective July 1, 2014 through June 30, 2015.
- c) In accordance with N.J.A.C. 17:27-3.2, reappoint Kathleen A. Gaylord as Public Agency Compliance Officer effective July 1, 2014 through June 30, 2015.

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. Alvarez			X		
Mrs. Beviano			X		
Mr. Frank		X	X		
Mrs. Hudak			X		
Mrs. Ormon			X		
Mr. Russell	X		X		
Mr. Scaldino			X		
Mr. Strazzella			X		
Mr. Topoleski			X		

BOARD BUSINESS

1. Motion to approve Order of Business for 2014.

Linden Board of Education
ORDER OF BUSINESS - 2014

CALL MEETING TO ORDER
SALUTE TO FLAG
STATEMENT OF ADEQUATE NOTICE
ROLL CALL
APPROVAL OF MINUTES
CORRESPONDENCE
COMMENTS FROM THE PUBLIC (Agenda Items Only)

REPORTS

Superintendent
Attorney

STANDING COMMITTEES (Agenda items requiring a vote)

Curriculum & Instruction (Includes all items pertaining to education, athletics, and audio/visual support).

Management Operations (Includes personnel, negotiations, security, public relations, and contracted professional services).

Support Operations –

Finance: (Includes general finance, auditing of bills, official bonds, leases and contracts, insurance, and the annual budget of expenses of the schools).

Facilities: (Includes issues related to the construction of new buildings, acquisition of sites, and planning for future needs. It will also include all matters pertaining to the operation of buildings and grounds).

Planning & Policy

Student Judiciary

REPORTS OF SPECIAL COMMITTEES/DELEGATES
UNFINISHED BUSINESS
BOARD MEMBER COMMENTS/NEW BUSINESS
COMMENTS FROM THE PUBLIC
ADJOURNMENT

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. Alvarez			X		
Mrs. Beviano	X		X		
Mr. Frank			X		
Mrs. Hudak			X		
Mrs. Ormon		X	X		
Mr. Russell			X		
Mr. Scaldino			X		
Mr. Strazzella			X		
Mr. Topoleski			X		

Motion Carried.

2. Motion to approve the Calendar of Board Meetings as follows:

Linden Board of Education
Calendar of Board Meetings
January 2014 – January 2015

(ACTION MAY BE TAKEN AT ANY MEETING)

<u>Executive Session</u> Monday – 6:00 p.m.		<u>Regular Meeting</u> Tuesday – 7:00 p.m.	
<u>Month & Date</u>	<u>Location</u>	<u>Month & Date</u>	<u>Location</u>
January 27, 2014	Administration Bldg.	January 28, 2014	Linden High School
February 24, 2014	Administration Bldg.	February 25, 2014	Linden High School
March 24, 2014	Administration Bldg.	March 25, 2014	Linden High School
*April 28, 2014	Administration Bldg.	*April 29, 2014	Linden High School
**May 27, 2014	Administration Bldg.	**May 27, 2014	Administration Bldg.
**June 24, 2014	Administration Bldg.	**June 24, 2014	Administration Bldg.
**July 22, 2014	Administration Bldg.	**July 22, 2014	Administration Bldg.
**August 26, 2014	Administration Bldg.	**August 26, 2014	Administration Bldg.
September 22, 2014	Administration Bldg.	September 23, 2014	Linden High School
October 27, 2014	Administration Bldg.	October 28, 2014	Linden High School
November 24, 2014	Administration Bldg.	November 25, 2014	Linden High School
January 5, 2015	Administration Bldg.	January 6, 2015	Linden High School

*Meetings held on fifth Monday and Tuesday in April, 2014 due to Spring Break.

**Executive & Regular Meetings for May, June, July & August 2014, will be held the same night at the Administration Building at 6:00 p.m.

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. Alvarez			X		
Mrs. Beviano		X	X		
Mr. Frank			X		
Mrs. Hudak	X		X		
Mrs. Ormon			X		
Mr. Russell			X		
Mr. Scaldino			X		
Mr. Strazzella			X		
Mr. Topoleski			X		

Motion Carried.

3. Motion to approve the public bidding thresholds as follows:

Statute	Jurisdiction	Current Threshold Amount	Quotation Threshold Amount
N.J.S.A. 18A:18A-3	Public School Districts with Qualified Purchasing Agent – 5 year schedule	\$36,000.00	\$5,400.00
N.J.S.A. 18A:39-3	School Districts, Boards of Education Transporting Pupils – 2 year schedule	\$18,300.00	

4. In accordance with N.J.A.C. 6A:23A-9.3(c)14, authorize the expenditure for public relations in an amount not to exceed \$30,000.00.
5. Motion to adopt the Rules and Regulations of the Board of Education of the City of Linden, Bylaws, Policies and Regulations as stated in the Linden School District Policy Manual and Job Descriptions for the 2014 – 2015 school year.

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. Alvarez			X		
Mrs. Beviano		X	X		
Mr. Frank			X		
Mrs. Hudak			X		
Mrs. Ormon	X		X		
Mr. Russell			X		
Mr. Scaldino			X		
Mr. Strazzella			X		
Mr. Topoleski			X		

Motions 3 – 5 Carried.

There being no further business, Mrs. Beviano made a motion to adjourn at 6:33 p.m., seconded by Mrs. Ormon. Voice vote was unanimous.

Kathleen A. Gaylord
Business Administrator/Board Secretary