

Rockaway Borough Board of Education
Reorganization Meeting Agenda
 Thomas Jefferson School Cafeteria
 Rockaway, NJ
 January 10, 2017 – 7:00 PM

I. Call to Order and Flag Salute

The meeting is called to order by Richard Matthews, School Business Administrator/Board Secretary, serving as Temporary Chairperson.

II. Oath of Office

Mr. Matthews administers the oath of office to Mrs. Christa Smith

III. Notice of Announcement:

In accordance with the Open Public Meeting Act, The Rockaway Borough Board of Education has provided adequate notice of this meeting to be posted and published by having the time, date and place thereof advertised in the Daily Record and The Citizen.

IV. Purpose

This meeting has been called for the purpose of organizing the Rockaway Borough Board of Education meetings for 2017 and to carry out any business brought before it.

V. Roll Call

Board Member	Present	Absent
Mrs. Sarah Concannon		
Mrs. Colleen Grow		
Mrs. Eileen Haynes		
Mr. Tim Rogers		
Mrs. Christa Smith		

VI. Results of Election:

For (1) three year membership term on the Board of Education:

Candidate	Poll Votes	Absentee Votes	Provisional Votes	Total Votes
Christa Smith	1273	116	14	1403*
Write-in	49	7	0	56

VII. Nominations for President:

- The Board Secretary will now entertain nominations and discussions regarding the position of President for the Rockaway Borough Board of Education for 2017.

Nominee:				
Nominated By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

*** Board President will now preside over the remainder of the meeting***

VIII. President continues with organizational meeting

- The Board President will now entertain nominations and discussions regarding the position of Vice President for the Rockaway Borough Board of Education.

B. Nomination for Vice President:

Nominee:				
Nominated By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

C. President to make appointments to Committee and Representative for 2017.

<u>Committee</u>	<u>Policy Area Responsibilities*</u>	<u>Chairperson</u>	<u>Co-Chair Person</u>
Education	Program Pupils		
Operations	Finances Property Operations		
Human Resources	Administration Teaching Staff Members Support Staff Members		
Negotiations	n/a		

*The Board as a whole will assume responsibility for public relations and decisions pertaining to the policy areas of Community and Bylaws

<u>Representatives to Organizations</u>	<u>Representative</u>
New Jersey School Boards Association:	
Morris County Education Services Commission Assembly:	
Morris County School Boards Association:	
Rockaway Borough Home and School Association:	
Rockaway Borough Education Foundation:	
Rockaway Borough Council:	
Rockaway Borough Recreation Committee:	

D. Consent Agenda

Be it resolved by the Rockaway Borough Board of Education to make all items designated with an asterisk (*) part of a consent agenda and approved.

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

E. Organizational Resolutions

1. *Be it resolved by the Rockaway Borough Board of Education to acknowledge receipt of The New Jersey Code of Ethics for School Board Members.

Each Member must sign the acknowledgment of receipt and return it to Richard Matthews, School Business Administrator.

2. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments from January 1, 2017 to December 31, 2017:

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

Mark Schwarz

Superintendent of Schools

Richard Matthews

Business Administrator/Board Secretary
 ADA Coordinator/Title IX Coordinator
 Affirmative Action Officer/Coordinator
 Custodian of Record

Melissa Nestor

Treasurer of School Monies

Phyllis Alpaugh

504 Coordinator, DCP&P Liaison, Homeless Liaison,
 Anti-Bullying Coordinator

Jaime Argenziano

PARCC Coordinator, District Testing Coordinator

Christopher Kelly

Facilities Manager, Asbestos Management and PEOSHA, Right to Know Officer, Indoor Air Quality Designee, IPM Coordinator, NJ DEP Designee

3. Be it resolved by the Rockaway Borough Board of Education to approve the following appointments from January 1, 2017 to June 30, 2017. These firms have been selected based on their professional experience and prior performance for the board of education.

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

- Vincent Montanino of the firm of VM Associates, Inc., Mt. Arlington, New Jersey, as School Auditor
- Dave Balken, Balken Risk Management Services of Morristown, New Jersey as the District Insurance Agent
- Greg Somjen, Parette Somjen Architects LLC of Rockaway, New Jersey as the District Architect
- Dr. Jean-Paul Bonnet, Skylands Medical, School Physician
- Anthony P. Sciarillo of Sciarillo, Cor. as General Counsel and the district Negotiator.
- Mark Wenczel of the firm Gaccione and Pomaco, P.C., in Belleville, NJ as General Counsel.
- Nathanya Simon of the firm Schwartz Simon Edelstein and Celso LLC, Whippany, NJ as Special Education Counsel.
- Jeffrey Oster of Jeffrey A. Oster Private Investigators, Mine Hill, NJ, as District Private Investigator

4. Be it resolved by the Rockaway Borough Board of Education to appoint Richard Matthews School Business Administrator, as the Purchasing Agent for the district according to the rules and regulations of P.L. 1999 c.440; and the Purchasing Agent is authorized to award contracts up to the bid threshold of \$29,000.00 and establish the quote threshold at \$6,000.00 or the amount designated by the State of New Jersey pursuant to NJSA 18A:18A

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

5. *Be it resolved by the Rockaway Borough Board of Education to approve PenServ Plan Services, Inc. as the Third Party Administrator for all 403(b) and 457(b) Retirement Plans available to Rockaway Borough Board of Education Employees. There will be no charge to the district or to the employees for this service.
6. *Be it resolved by the Rockaway Borough Board of Education to authorize the School Business Administrator and Superintendent of Schools to make payments between Board of Education Meetings in accordance with Board Policy #6470 – Payment of Claims.
7. *Be it resolved by the Rockaway Borough Board of Education to authorize the Business Administrator/Board Secretary to replenish the petty cash account in the amount of \$400.00 and no single expenditure shall exceed \$100.00 without prior approval by the Board Secretary.
8. Be it resolved by the Rockaway Borough Board of Education to approve the following 403(b) and 457(b) Tax Shelter Annuities providers:

403 (b)

The Equitable – Equi-Vest
 Lincoln National
 Metropolitan Life
 Lincoln Investments

457 (b)

Metropolitan Life
 The Equitable – Equi-Vest
 Lincoln Investments

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

9. *Be it resolved by the Rockaway Borough Board of Education to authorize the Superintendent to approve budgetary transfers between Board Meetings in accordance with Board Policy #6470 – Budget Transfers.
10. *Be it resolved by the Rockaway Borough Board of Education to authorize the purchase of items from New Jersey State Contract Vendors.
11. *Be it resolved by the Rockaway Borough Board of Education to accept and approve the adoption of the existing Policy Manual, Curriculum, textbooks, and other rules and regulations consistent with Board practice in effect as of December 2016, for the continuation of school operations for the year 2017, and that changes, corrections or additions thereto may be determined by subsequent Board actions.

12. Be it resolved by the Rockaway Borough Board of Education that the following agencies be named as legal depositories for funds of the Rockaway Borough Board of Education.

- Santander Bank
- New Jersey Cash Management Fund

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

13. Be it resolved by the Rockaway Borough Board of Education to accept and approve the President, Vice-President, Superintendent, Business Administrator/Board Secretary, and Treasurer of School Monies as authorized signatories for all official documents, payrolls, warrants, contracts, etc., for 2017.

Motion By:		Seconded By:		
Board Member	Yes	No	Abstain	Absent
Mrs. Sarah Concannon				
Mrs. Colleen Grow				
Mrs. Eileen Haynes				
Mr. Tim Rogers				
Mrs. Christa Smith				

14. *Be it resolved by the Rockaway Borough Board of Education to accept and approve the continuation of the 2016-2017 school year budget.

15. *Be it resolved by the Rockaway Borough Board of Education to adopt Robert's Rules of Order as its official parliamentary procedure.

16. *Be it resolved by the Rockaway Borough Board of Education to authorize the Citizen and the Daily Record as the official district newspaper to be used for the advertisement of meetings and legal ads and all other necessary public notifications for 2017.

17. *Be it resolved by the Rockaway Borough Board of Education to establish the following schedule of meetings for the period of January 1, 2017 to June 30, 2017.

Reorganization Meeting

January 10, 2017

Regular Meeting

January 10, 2017
(following reorg meeting)

February 7, 2017

March 7, 2017

April 4, 2017

May 9, 2017

June 6, 2017

All meetings will be held at 7:00 p.m. in the Thomas Jefferson School Cafeteria, 95 East Main Street, Rockaway, New Jersey, unless otherwise advertised.

- IX. Comments from the Public
- X. The Board of Education will now begin its Work Session Agenda