

**A G E N D A**

for

**ORGANIZATION MEETING**

**JANUARY 7, 2021**

**BOARD OF EDUCATION  
Linden, New Jersey**

Dr. Marnie Hazelton  
Superintendent of Schools

Denise Cleary  
Assistant Superintendent

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, and 18A:10-3, adequate notice of this meeting has been provided as follows:

On December 4, 2020 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:**

Mr. De La Cruz		Dr. Hazelton	
Ms. Flemming		Mrs. Cleary	
Mr. Gargano		Ms. Gaylord	
Ms. Guillaume		Attorney	
Ms. Johnson			
Mrs. Manganello			
Mr. Martucci			
Mr. Rivas			
Ms. Thomas			

The Board Secretary will act as temporary chair of this Organization Meeting until such time as a new president is elected.

ELECTION RESULTS

The following election was held on Tuesday, November 3, 2020 for three members to the Linden Board of Education for a (3) three-year term:

	<u>NO. OF VOTES</u>
SAMUEL DE LA CRUZ, JR.	8,045
JENNIFER FLEMMING	8,228
MALAYSIA THOMAS	7,736

The Business Administrator/Board Secretary declares the following persons as duly elected Members of the Linden Board of Education as a result of the election held on Tuesday, November 3, 2020:

FOR A THREE-YEAR TERM

Samuel De La Cruz, Jr.                      Jennifer Flemming                      Malaysia Thomas

Administration of the Oath of Office to the newly elected Board Members:

BOARD MEMBER

Samuel De La Cruz, Jr  
Jennifer Flemming  
Malaysia Thomas

1. Motion to approve the 2021 Linden Board of Education:

<u>Board Members</u>	<u>Term Expires</u>
Patrick Gargano	2021
Doris Johnson	2021
Marianthe Manganello	2021
Sheenaider Guillaume	2022
Gregory R. Martucci	2022
Carlos A. Rivas	2022
Samuel De La Cruz, Jr.	2023
Jennifer Flemming	2023
Malaysia Thomas	2023

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. De La Cruz					
Ms. Flemming					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Ms. Thomas					

Motion

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

2. Motion made by \_\_\_\_\_, to nominate \_\_\_\_\_ for President.

\_\_\_\_\_ accepts the nomination as President.

The Business Administrator/Board Secretary conducts a roll call vote for \_\_\_\_\_ as President of the Board.

	Yes	No	Abstain		Yes	No	Abstain
Mr. De La Cruz				Mrs. Manganello			
Ms. Flemming				Mr. Martucci			
Mr. Gargano				Mr. Rivas			
Ms. Guillaume				Ms. Thomas			
Ms. Johnson							

The Business Administrator/Board Secretary declares election of the new President of the Board and turns the gavel over to \_\_\_\_\_ to act as the presiding officer of the meeting.

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

3. Motion made by \_\_\_\_\_, to nominate \_\_\_\_\_ for Vice-President.

\_\_\_\_\_ accepts the nomination as Vice-President.

The Business Administrator/Board Secretary conducts a roll call vote for \_\_\_\_\_ as Vice-President of the Board.

	Yes	No	Abstain		Yes	No	Abstain
Mr. De La Cruz				Mrs. Manganello			
Ms. Flemming				Mr. Martucci			
Mr. Gargano				Mr. Rivas			
Ms. Guillaume				Ms. Thomas			
Ms. Johnson							

PERSONNEL

- 4. a) Reappoint Kathleen A. Gaylord as Business Administrator/Board Secretary effective July 1, 2021 through June 30, 2022 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, 2021 through June 30, 2022.
- c) In accordance with N.J.A.C. 17:27-3.2, reappoint Kathleen A. Gaylord as Public Agency Compliance Officer effective July 1, 2021 through June 30, 2022.
- 5. Reappoint Denise Cleary as Assistant Superintendent effective July 1, 2021 through June 30, 2022 per negotiated agreement.

MOTIONS:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. De La Cruz					
Ms. Flemming					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Ms. Thomas					

Motions

PARLIAMENTARY PROCEDURES

- 6. To adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2021 – 2022 school year.

BOARD POLICIES/REGULATIONS

- 7. 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.

ADOPTION OF OFFICIAL NEWSPAPERS

- 8. To authorize the Home News-Tribune, Star Ledger, and Union County Local Source be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2021 – 2022 school year.

MOTIONS:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. De La Cruz					
Ms. Flemming					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Ms. Thomas					

Motion

ORDER OF BUSINESS

9. Motion to approve the Order of Business for 2021 as follows:

Linden Board of Education  
ORDER OF BUSINESS – 2021

CALL MEETING TO ORDER  
SALUTE TO FLAG  
STATEMENT OF ADEQUATE NOTICE  
ROLL CALL  
APPROVAL OF MINUTES

REPORTS

Superintendent  
Attorney

STANDING COMMITTEES (Agenda items requiring a vote)

**Education Committee:** (Includes all items pertaining to the education, and physical welfare of students. It includes the purchase of all textbooks and instructional supplies/equipment, the development of educational programs, libraries and the training of professional staff. Additionally, this committee will also deal with matters of audiovisual support.)

**Personnel Committee:**

Personnel: (Includes all items pertaining to personnel, negotiations, security, public relations, and contracted professional services).

**Finance Committee:**

Finance: (Includes all matters pertaining to general finance, auditing of bills, official bonds, leases and contracts, insurance, and the annual budget of expenses of the schools. It also includes the cafeteria operation and transportation issues concerning the transportation of students and personnel).

**Buildings, Grounds and Security Committee:** (Includes all 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 and all matters pertaining to the security of same.)

**Planning & Policy Committee:** (Includes matters pertaining to long-range planning of the district initiatives, and shall also coordinate and maintain the district's policies and board bylaws.)



9. Continued:

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

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. De La Cruz					
Ms. Flemming					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Ms. Thomas					

Motion

OPEN PUBLIC MEETINGS ACT

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

Linden Board of Education  
Calendar of Board Meetings  
January 2021 – December 2021

(ACTION MAY BE TAKEN AT ANY MEETING)

<u>Work Session</u> Tuesday – 6:00 p.m.		<u>Regular Meeting</u> Thursday – 7:00 p.m.	
<u>Month &amp; Date</u>	<u>Location</u>	<u>Month &amp; Date</u>	<u>Location</u>
	All meetings will be held remotely until further notice.	*January 7, 2021 (7:00 p.m.) (Organization Meeting)	All meetings will be held remotely until further notice.
January 26, 2021		January 28, 2021	
February 23, 2021		February 25, 2021	
March 23, 2021		March 25, 2021	
April 27, 2021		April 29, 2021	
May 25, 2021		May 27, 2021	
June 22, 2021		June 24, 2021	
**July 29, 2021		**July 29, 2021	
**August 26, 2021		**August 26, 2021	
September 28, 2021		September 30, 2021	
October 26, 2021		October 28, 2021	
***November 16, 2021		***November 18, 2021	
****December 16, 2021		****December 16, 2021	

*The Organization Meeting will begin at 7:00 p.m.
**The July and August Meetings will be held on the same nights. The Regular Meeting will begin immediately following the Work Session, but no later than 8:00 p.m.
***November Meetings to be held on the third Tuesday and Thursday due to Thanksgiving.
****The December Meetings will both be held on the third Thursday due to Christmas. The Regular Meeting will begin immediately following the Work Session, but no later than 8:00 p.m.

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. De La Cruz					
Ms. Flemming					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Ms. Thomas					

Motion

ETHICS

11. 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.

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. De La Cruz					
Ms. Flemming					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Ms. Thomas					

Motion

12. **WHEREAS**, the Linden Board of Education is required pursuant to N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7 to adopt policy and approve travel expenditures by board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

**WHEREAS**, the board of education has determined that the training and informational programs sponsored by New Jersey School Boards Association and Union County School Boards Association, and set forth below are directly related to and within the scope of the current responsibilities and the board’s professional development plan; and

**WHEREAS**, the board of education has determined that participation in the New Jersey School Boards Association and Union County School Boards Association training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and

**WHEREAS**, the board of education has determined that the school district travel expenditures to New Jersey School Boards Association and Union County School Boards Association programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget (OMB), except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

**WHEREAS**, the board of education finds that a mileage reimbursement rate equal to the OMB reimbursement rate of .35 cents per mile is a reasonable rate; and

**WHEREAS**, the board of education has determined that participation in the New Jersey School Boards Association and Union County School Boards Association training and informational programs are in compliance with the district policy on travel; therefore, be it

**RESOLVED**, that the board of education hereby approves the attendance of the listed number of school board members New Jersey School Boards Association and Union County School Boards Association training and informational programs, and the cost of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount, as follows:

Samuel De La Cruz, Board Member	Marianthe Manganello, Board Member
Jennifer Flemming, Board Member	Gregory Martucci, Board Member
Patrick Gargano, Board Member	Carlos Rivas, Board Member
Sheenaider Guillaume, Board Member	Malaysia Thomas, Board Member
Doris Johnson, Board Member	

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mr. De La Cruz					
Ms. Flemming					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Ms. Thomas					

Motion

COMMENTS FROM THE PUBLIC:

Members of the public desiring to make a public comment may come forward at this time.

Please begin your comments by stating your name and address. Individuals are invited to speak on one topic at a time, and no individual will speak more than once, until all individuals so desiring have spoken once.

The public is reminded that to ensure the efficient and orderly operations of the meeting, members of the public will be limited to speaking on items for three minutes.