

A G E N D A

for

ORGANIZATION MEETING

JANUARY 2, 2020

**BOARD OF EDUCATION
Linden, New Jersey**

Denise Cleary
Interim Superintendent of Schools

Michael Walters
Acting 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 17, 2019 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:

Mrs. Birch		Mrs. Cleary	
Mr. Gargano		Mr. Walters	
Ms. Guillaume		Ms. Gaylord	
Ms. Johnson		Attorney	
Ms. Kozak			
Mrs. Manganello			
Mr. Martucci			
Mr. Rivas			
Mr. Shehata			

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 5, 2019 for three members to the Linden Board of Education for a (3) three-year term:

	<u>NO. OF VOTES</u>
SHEENAIDER GUILLAUME	2,421
GREGORY R. MARTUCCI	2,538
CARLOS A. RIVAS	2,448

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 5, 2019:

FOR A THREE-YEAR TERM

Sheenaider Guillaume Gregory R. Martucci Carlos A. Rivas

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

BOARD MEMBER

Sheenaider Guillaume
Gregory R. Martucci
Carlos A. Rivas

1. Motion to approve the 2020 Linden Board of Education:

<u>Board Members</u>	<u>Term Expires</u>
Tracey Anne Birch	2020
Katarzyna Kozak	2020
Ahmed Shehata	2020
Patrick Gargano	2021
Doris Johnson	2021
Marianthe Manganello	2021
Sheenaider Guillaume	2022
Gregory R. Martucci	2022
Carlos A. Rivas	2022

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mrs. Birch					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Ms. Kozak					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Mr. Shehata					

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		Yes	No
Mrs. Birch			Mrs. Manganello		
Mr. Gargano			Mr. Martucci		
Ms. Guillaume			Mr. Rivas		
Ms. Johnson			Mr. Shehata		
Ms. Kozak					

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		Yes	No
Mrs. Birch			Mrs. Manganello		
Mr. Gargano			Mr. Martucci		
Ms. Guillaume			Mr. Rivas		
Ms. Johnson			Mr. Shehata		
Ms. Kozak					

PERSONNEL

- 4. a) Reappoint Kathleen A. Gaylord as Business Administrator/Board Secretary effective July 1, 2020 through June 30, 2021 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, 2020 through June 30, 2021.
- c) In accordance with N.J.A.C. 17:27-3.2, reappoint Kathleen A. Gaylord as Public Agency Compliance Officer effective July 1, 2020 through June 30, 2021.

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mrs. Birch					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Ms. Kozak					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Mr. Shehata					

Motion

PARLIAMENTARY PROCEDURES

- 5. 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 2020 – 2021 school year.

BOARD POLICIES/REGULATIONS

- 6. 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

- 7. 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 2020 – 2021 school year.

MOTIONS:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mrs. Birch					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Ms. Kozak					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Mr. Shehata					

Motions

ORDER OF BUSINESS

8. Motion to approve the Order of Business for 2020 as follows:

Linden Board of Education
ORDER OF BUSINESS – 2020

- 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.)

8. 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
Mrs. Birch					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Ms. Kozak					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Mr. Shehata					

Motion

OPEN PUBLIC MEETINGS ACT

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

Linden Board of Education
Calendar of Board Meetings
January 2020 – December 2020

(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 & Date</u>	<u>Location</u>	<u>Month & Date</u>	<u>Location</u>
	Administration Bldg.	January 2, 2020 (6:00 p.m.) (Organization Meeting)	Administration Bldg.
January 28, 2020		January 30, 2020	
February 25, 2020		February 27, 2020	
March 24, 2020		March 26, 2020	Linden High School
April 28, 2020		April 30, 2020	
May 26, 2020		May 28, 2020	
*June 25, 2020		*June 25, 2020	Administration Bldg.
*July 30, 2020		*July 30, 2020	
*August 27, 2020		*August 27, 2020	
September 22, 2020		September 24, 2020	Linden High School
October 27, 2020		October 29, 2020	
November 17, 2020		November 19, 2020	
*December 17, 2020		*December 17, 2020	Administration Bldg.

*The Work Session and Regular Meeting will be held on the same night with the Regular Meeting beginning immediately after the Work Session, but no later than 8:00 p.m.

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mrs. Birch					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Ms. Kozak					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Mr. Shehata					

Motion

ETHICS

10. 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
Mrs. Birch					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Ms. Kozak					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Mr. Shehata					

Motion

11. **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:

Tracey Birch, Board Member	Marianthe Manganello, Board Member
Patrick Gargano, Board Member	Gregory Martucci, Board Member
Sheenaider Guillaume, Board Member	Carlos Rivas, Board Member
Doris Johnson, Board Member	Ahmed Shehata, Board Member
Katarzyna Kozak, Board Member	

MOTION:

Roll Call:

Board Members	Motion	Second	Aye	Nay	Abstain
Mrs. Birch					
Mr. Gargano					
Ms. Guillaume					
Ms. Johnson					
Ms. Kozak					
Mrs. Manganello					
Mr. Martucci					
Mr. Rivas					
Mr. Shehata					

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.