

**SHAMONG TOWNSHIP BOARD OF EDUCATION
BOARD OF EDUCATION REORGANIZATION MEETING
JANUARY 2, 2018, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:01 p.m. by Business Administrator / Board Secretary, Laura Archer.

The flag salute was conducted.

REPORT OF RESULTS OF ELECTION

The following November election results for two 3-year term Board Member seats were confirmed:

731 Melissa Ciliberti, 234 Personal Choice Anne Ehrke, 126 Personal Choice Logar, 124 Personal Choice Buffard, 76 Personal Choice Locantore, 45 Personal Choice Carlos

OATH OF OFFICE

The Oath of Office was administered to members elect by Laura Archer, Board Secretary, to re-elected Board of Education member Melissa Ciliberti, and to elect new Board of Education Member Anne Ehrke. Ms. Ciliberti and Ms. Ehrke read the Oath of Office as School Board Members.

ROLL CALL

Melissa Ciliberti, Anne Ehrke, and Jeffrey Warner.

Jeffrey Siedlecki and Michael Tuman were absent.

Others Present: Christine Vespe, Laura Archer

ORGANIZATION OF THE BOARD OF EDUCATION

Jeffrey Warner moved, seconded by Anne Ehrke, to nominate Melissa Ciliberti as President of the Board of Education. Jeffrey Warner moved, seconded by Anne Ehrke, to close nominations for President. A vote was conducted on the nomination.

AYES – Melissa Ciliberti, Anne Ehrke, Jeffrey Warner

NAYS – NONE

ABSENT – Jeffrey Siedlecki, Michael Tuman

It was Resolved that the Shamong Township Board of Education approves the appointment of Melissa Ciliberti as the School Board President until the next Reorganization Meeting. Melissa Ciliberti assumed the chair for the remainder of the Board meeting.

Melissa Ciliberti moved, seconded by Anne Ehrke, to nominate Jeffrey Warner as Vice President of the Board of Education. Melissa Ciliberti moved, seconded by Anne Ehrke, to close nominations for Vice President. A vote was conducted on the nomination.

AYES – Melissa Ciliberti, Anne Ehrke, Jeffrey Warner

NAYS – NONE

ABSENT – Jeffrey Siedlecki, Michael Tuman

It was Resolved that the Shamong Township Board of Education approves the appointment of Jeffrey Warner as the School Board Vice President until the next Reorganization Meeting.

DESIGNATIONS

Jeffrey Warner moved, seconded by Anne Ehrke, to approve the Designation items as listed.

3.01 ANNUAL MEETING NOTICE

Open Public Meetings Act – Establish Meeting Dates, Time and Place

RESOLVED that the Shamong Township Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Indian Mills Memorial School Media Center, 295 Indian Mills Road, Shamong Township at 7 p.m., as set forth below unless indicated otherwise.

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary;

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the Central Record and Burlington County Times as official newspapers to receive notices of meetings;

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted on the Shamong Township School District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made;

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak and address the Board shall sign in on the sheet provided, and shall clearly state his or her full name, address, and the group affiliation, if any, that is represented;
- The Board will not entertain personal complaints from school personnel unless the chain of command has been followed, and cannot respond to any complaints from the public directed at any district employee or student, in order to protect that person's right to privacy;
- Each statement made by a participant shall be limited to five minutes' duration, and no participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
- Statements shall be directed to the presiding officer; no participant may address or question Board members individually;

- The presiding officer may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

REGULAR MONTHLY OFFICIAL PUBLIC MEETINGS

- January 16, 2018
- February 20, 2018
- March 13, 2018
- April 24, 2018
- May 15, 2018
- June 12, 2018
- August 21, 2018
- September 18, 2018
- October 16, 2018
- November 20, 2018
- December 18, 2018
- January 2, 2019 (Reorganization Meeting)

3.02 OFFICIAL NEWSPAPERS

RESOLVED that the Shamong Township Board of Education hereby designates the Central Record and Burlington County Times as the School District's official newspapers until the next Reorganization Meeting.

3.03 DEPOSITORIES AND AUTHORIZED SIGNATURES ON WARRANTS

RESOLVED that the Shamong Township Board of Education hereby approves TD Bank as official bank depository as per the listing of Board accounts.

3.04 CHART OF ACCOUNTS

RESOLVED that the Shamong Township Board of Education hereby approves readoption of the existing chart of accounts, unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations, and until the next Reorganization Meeting.

AYES – Melissa Ciliberti, Anne Ehrke, Jeffrey Warner

NAYS – NONE

ABSENT – Jeffrey Siedlecki, Michael Tuman

ROUTINE MATTERS OF REORGANIZATION

Jeffrey Warner moved, seconded by Anne Ehrke, to approve the Routine Matters of Reorganization items as listed.

4.01 RE-ADOPTION OF EXISTING POLICIES, BY-LAWS, AND REGULATIONS

Approval to READOPT existing By-laws and Board Policies/Regulations and actions of previous Board, until the next Reorganization Meeting.

4.02 RE-ADOPTION OF EXISTING CURRICULUM AND TEXTBOOKS

Approval to READOPT the curriculum for the next school year, as aligned to the New Jersey Core Curriculum Content Standards (NJCCCS) and/or the Common Core State Standards (CCSS) and Textbooks, until the next Reorganization Meeting.

4.03 ANNUAL ETHICS STATEMENT

RESOLVED that the Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED that the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Shamong Township Board of Education:

CODE OF ETHICS

- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I will support and protect school personnel in proper performance of their duties.
- 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.

RESOLVED that the Shamong Township Board of Education hereby discussed the School Ethics Act and read the Code of Ethics for Board Members, which remain in effect until the next Reorganization Meeting.

4.04 NJSBA DELEGATE

RESOLVED that the Board of Education appointed Jeffrey Warner as delegate to the New Jersey School Boards Association until the next Reorganization Meeting.

4.05 AUTHORITY TO OFFER EMPLOYMENT CONTRACT

RESOLVED that the Shamong Township Board of Education hereby grants the Superintendent authority to offer employment contracts in between School Board Meetings.

4.06 AUTHORITY TO PAY ROUTINE BILLS

RESOLVED that the Shamong Township Board of Education hereby grants the Business Administrator authority to pay routine bills in between School Board meetings, until the next Reorganization Meeting. Bills paid between Board meetings will then be approved at its next regular meeting.

4.07 BARGAINING UNITS

RESOLVED that the Shamong Township Board of Education hereby recognizes the *Shamong Township Education Association (STEA)* and *Shamong Township Principals and Supervisors' Association (STPSA)* as the official bargaining units for represented staff, until the next Reorganization Meeting.

AYES – Melissa Ciliberti, Anne Ehrke, Jeffrey Warner

NAYS – NONE

ABSENT – Jeffrey Siedlecki, Michael Tuman

APPOINTMENTS

Jeffrey Warner moved, seconded by Anne Ehrke, to approve the following appointments, until the next Reorganization Meeting:

- Interim 504 Officer Christine Vespe
- Affirmative Action Officer, District..... Laura Archer
- Affirmative Action Officer, IMS Nicole Moore
- Affirmative Action Officer, IMMS Tim Carroll
- AHERA Designated Person Todd Hall
- Architect of Record Fraytak, Veisz, Hopkins, Duthie, PC
- Asbestos Management Officer Todd Hall
- Attorney/Solicitor of Record Frank Cavallo, Esquire (Parker McCay)
- Auditor of Record Holman, Frenia, Allen, PC
- BCIP JIF Delegate Laura Archer
- Board Secretary..... Laura Archer
- Bond Counsel McManimon Scotland & Baumann
- Chemical Hygiene Officer Tim Carroll
- CP&P Liaison..... Heidi Fuller
- Custodian of Records Laura Archer
- District Representative to Todd Hall
Shamong Twp Emergency Mgmt Comm
- Financial Advisor Phoenix Advisors LLC
- Health Insurance Broker Integrity Consulting LLC
- HIB Anti-Bullying Coordinator, District..... Heidi Fuller
- HIB Anti-Bullying Specialist, IMS..... Stacey Boyle-Weller
- HIB Anti-Bullying Specialist, IMMS..... Ryan Vaux
- Interim Homeless Liaison..... Christine Vespe
- Indoor Quality Air (IAQ) Officer Todd Hall
- Integrated Pest Management Coordinator Todd Hall
- PARCC Coordinator..... Ryan Vaux
- PARCC IT Contact..... Nelson Vasquez
- School Physician / Medical Inspector Dr. Jay Patel, Tabernacle Family Physicians

- Public Agency Compliance Officer Laura Archer
- Right to Know Officer Todd Hall
- Safety Committee Chairperson Todd Hall
- Sewer Plant Operator Scott Lucas
- Substance Awareness Coordinator..... Ryan Vaux
- Testing Coordinator Ryan Vaux
- Interim Title IX Coordinator Christine Vespe
- Treasurer of Monies..... Richard Kaz

AYES – Melissa Ciliberti, Anne Ehrke, Jeffrey Warner

NAYS – NONE

ABSENT – Jeffrey Siedlecki, Michael Tuman

ADJOURNMENT

Melissa Ciliberti moved, seconded by Jeffrey Warner, to adjourn the meeting at 7:30 p.m.

AYES – THREE

NAYS – NONE

ABSENT – TWO

Respectfully submitted,

Laura Archer
 Business Administrator /
 Board Secretary