

**NEW MILFORD BOARD OF EDUCATION
MINUTES**

**REORGANIZATION MEETING
MAY 11, 2011**

**7:07 P.M.
HIGH SCHOOL MEDIA CENTER**

New Milford School District Mission Statement

The New Milford Public School District provides relevant, innovative and rigorous educational opportunities to students at all grade levels.

The District is resolute in its attention to the development of the whole child by providing a comprehensive range of experiences essential to building capacity for independent and responsible living.

The program is designed to prepare all students to meet or exceed NJCCCS, to think critically, master the challenges of life-long academic, cultural, social, economic, emotional and professional advancement, as well as constructive participation as citizens in an interdependent global society.

The District embraces family and community as active partners in a unified effort to develop students into self-directed, self-confident adults on their journeys to becoming the next generations of entrepreneurs, builders, artists, designers, inventors, scientists, educators, caregivers, protectors, workers and leaders.

The meeting was called to order at 7:07 p.m. by Board Secretary Michael Sawicz.

After the flag salute, the Board Secretary read the required New Jersey Open Public Meeting Law Statement. The Board announced that under its long-standing policy, it will not discuss in public any comments made by members of the public concerning individual staff members.

RESULTS OF ANNUAL SCHOOL DISTRICT ELECTION HELD ON MAY 11, 2011

Michael Sawicz, Board Secretary, presented the unofficial results of the Report of the Annual School District Election held on Wednesday, April 27, 2011 as listed below:

For Members of the Board of Education,

<u>Three 3-year terms:</u>	<u>Votes</u>
Daniel Conner	746
Florence Saslow	715
Paige Ryan (write-in)	167
<u>One 2-year unexpired term:</u>	
John Bigger	706

<u>The Vote on the Appropriation:</u>		<u>Yes</u>	<u>No</u>
GENERAL FUND	\$ 27,423,555	666	557

Mr. Sawicz, Board Secretary, administered the Oath of Office to the successful candidates – Mr. Conner, Mrs. Saslow, Mrs. Ryan, and Mr. Bigger and certified that the new members could take their seats.

Roll Call of New Board:

- John Bigger • Daniel Conner • Darren Drake • David Foo • Judith Rabinowitz-McSweeney
- Geraldine Mechler • Paige Ryan • Florence Saslow • Joseph Steele

ELECTION OF OFFICERS, APPOINTMENTS, SETTING OF BOARD PROCEDURES

Mr. Sawicz indicated that nominations were in order for the election of Board President for a one-year term.

BA1 Mrs. Saslow nominated Mr. Conner, which was seconded by Mrs. Mechler. There being no other nominations for Board President, the Board voted 8-0 (Mr. Conner abstained), appointing **Mr. Conner** as President of the New Milford Board of Education.

President Conner thanked the Board and also thanked the public for passing the budget.

Mr. Sawicz turned the meeting over to newly elected President Conner.

President Conner indicated that nominations were in order for the election of Board Vice President for a one-year term.

BA2 Mr. Steele nominated Mr. Drake, which was seconded by Mrs. Saslow. There being no other nominations for Board Vice President, the Board voted 8-0 (Mr. Drake abstained), appointing **Mr. Drake** as Vice President of the New Milford Board of Education.

President Conner gave the Board Members their committee assignments for 2011-2012.

Motions BA3,BA4,BA5,BA6,BA7,BA8BA9,BA10,BA11,BA12,BA13,BA14,BA15,BA16,BA17,BA18,BA19,BA20,BA21,BA22,BA23,BA24,BA25,BA26,BA27,BA28,BA29,BA30,BA31,BA32,BA33 by Mrs. Saslow, seconded by Mrs. Mechler, carried by a vote of 9-0:

BA3 Approval of Michael Sawicz as Board Secretary

BA4 President designates Delegate and Alternate to each of the following:

	<u>Delegate</u>	<u>Alternate</u>
• Bergen County School Boards Association	Peggy Saslow	Darren Drake
• New Jersey School Boards Association	Peggy Saslow	Darren Drake

BA5 Committee Appointments for 2011-2012 by the President

BA6 Tentative Board Meeting Dates for 2011-2012

Attachment

BA7 Order of Business Procedures for 2011-2012:

The order of business procedures (set-up of agenda, conduct of public meetings, and continuation of existing policies, bylaws, Code of Ethics, and procedures) is continued as per prior years.

BA8 Appointments effective 7/1/11:

District Purchasing Agent	Michael Sawicz	
Public Agency Compliance Officer	Michael Sawicz	
Custodian of Right to Know Law	Michael Sawicz	
Custodian of Records	Michael Sawicz	
Indoor Air Quality Designate for PEOSH	Ron Stokes	
District Asbestos Coordinator	Ron Stokes	
Integrated Pest Management Coordinator	Ron Stokes	
AHERA Coordinator	Ron Stokes	
District Pesticide Applicator	Ron Stokes	
Affirmative Action Officer	Gerald Perrone	
Section 504 Officer	Whitney Perro	
Treasurer of School Funds	Denise Amoroso	\$ 5,500
Medical Inspector	Dr. Thomas S. Bottiglieri	\$ 14,000
Telephone Answering Service	Maria Esposito	\$ 5,500
Health Insurance Risk Manager	Brown & Brown (LDP Consulting Group)	
NESBIG Risk Manager	Arthur Caughlan, Nelson-Patterson Ins.	

BA9 Approval of Michael Sawicz as Qualified Purchasing Agent authorized to award contracts up to a bid threshold of \$36,000 and to set the quote threshold at \$5,400

BA10 Officials to sign checks and/or contracts:

- President or Vice President
- Board Secretary
- Treasurer of School Monies

BA11 Establish an imprest petty cash fund in the following amounts and custodians:

	<u>Custodian</u>	<u>Amount</u>
Berkley School	Berkley School Principal	\$100.00
Gibbs School	Gibbs School Principal	\$100.00
Middle School	Middle School Principal	\$200.00
High School	High School Principal	\$300.00
Board Office	Board Secretary/Business Administrator	\$450.00
Latchkey	Latchkey Director	\$100.00

BA12 Approval and adoption of existing Courses of Study as per curriculum guides and textbook lists on file in each school and the Board Office.

BA13 Approval of Donna Heinzmann as Acting Board Secretary at Board Meetings in the absence of Business Administrator

BA14 Approval of resolution regarding maximum expenditures for professional services for 2011-2012 *Attachment*

BA15 Approval of resolution regarding maximum expenditures for travel expense reimbursement for 2011-2012 *Attachment*

BA16 Approval of resolution regarding regular business travel for the Superintendent, Business Administrator, and Assistant Business Administrator for 2011-2012 *Attachment*

BA17 Approval of resolution regarding regular business travel for the Director of Curriculum & Instruction, Director of Special Services, Building Principals and Vice Principals, Athletic Director, and Technology Coordinator for 2011-2012 *Attachment*

BA18 Official Newspapers:

<i>The Record</i>	Daily circulation
<i>Star Ledger</i>	Daily circulation
<i>Twin Boro News</i>	Weekly circulation

- BA19 Official Tax Shelter Annuity Companies
 MetLife David B. Lencses Agency
 AXA-Equitable Lincoln Investment Planning, Inc.
- BA20 Approval of Great American Plan Administrators as Third Party Administrator for 403(b) and 457(b) for 2011-2012
- BA21 Approval of Bond Counsel Services Agreement with Wilentz, Goldman & Spitzer, P.A. for purposes of bond refinancing, not to exceed \$25,000

- Approval to award Professional Service Contracts for school year 2011-2012 after consideration of the following factors:*
 1. The fee structure is most advantageous to the Board, price and other factors considered, and/or
 2. Experience, staff and resources necessary to perform the contract as demonstrated by their performance.
 3. Reputation and responsibility of professional contractor based upon prior performance with the Board.
- BA22 Board Attorney - Fogarty & Hara Attachment
 Partner: \$ 165.00 /hr. Associate: \$ 145.00 /hr.
- BA23 Auditor - Lerch, Vinci & Higgins
 Annual Statutory Audit, including review of application for State School Aid:

General Fund	\$ 24,500
Food Service Fund	\$ 1,200
Assistance in preparation of school CAFR	\$ <u>700</u>
Total	\$ 26,400
- BA24 Architect of Record – Solutions Architecture per proposal
- BA25 Approval of Membership for school year 2011-2012:
New Jersey Cooperative Bid Program:
 Educational Data Services, Inc. \$ 6,640
- BA26 Approval of awarded supply bids through Educational Data Services, Inc. for 2011-2012 Attachment
- BA27 Appointment of Right to Know Advisor for 2011-2012:
 Environmental & Remediation Management, Inc. \$ 7,500
- BA28 Approval of Asbestos Awareness and Right to Know Training for 2011-2012:
 RAMM - not to exceed \$3,100
- BA29 Approval of Software Support Agreement for 2011-2012:
 Computer Solutions, Inc. \$8,652
- BA30 Approval to continue New Milford’s membership in the Bergen County Region V Council for Special Education for the 2011-2012 school year Attachment
- BA31 Adoption of Resolution to approve Joint Transportation Agreement for 2010-2011: Attachment
Non-public School Transportation:
 Joint with South Bergen Jointure Commission
- BA32 Approval to participate in the Tri-Valley Academy for the purpose of shared services in collaboration with Bergenfield and Dumont for 2011-2012
- BA33 Approval of Professional Services – Consulting Specialists for 2011-2012 Attachment

Open to Public

Motion by Mr. Steele, seconded by Mrs. Saslow, carried by a vote of 9-0, the meeting was opened to the public at 7:22 p.m. There were no questions or comments from the public; therefore, on motion by Vice President Drake, seconded by Mr. Foo, carried by consent of the Board, the meeting was closed to the public at 7:23 p.m. There being no further business, motion by Mr. Steele, seconded by Mrs. McSweeney, carried by consent of the Board, the Reorganization Meeting was closed at 7:23 p.m.

Respectfully submitted,

Michael Sawicz
 Board Secretary

MS/lv