

**Springfield Board of Education  
Springfield, New Jersey**

**AGENDA FOR ORGANIZATION MEETING**

**January 3, 2022**

A. Call to Order and Statement – (Mrs. Calas presides)

President’s Statement: Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of the meeting to be given to the public and the press on January 4, 2021 and revised on December 23, 2021.

B. Pledge of Allegiance

C. Results of Election and Oath of Board Members Newly Elected to Three Year Term

1. Paula Saha – 2,418
  2. Hector Munoz – 2,087
  3. Yelena Zolatarisky – 1,896
  4. Anderson Blair – 1,869
  5. Zunilda Elizabeth Benjamin – 1,790
- Total Registered voters – 12,932; Total Votes cast – 5,870 (45.4%)

D. Roll Call: Mrs. Laura Gamarekian, Mr. Marc Miller, Mr. Hector Munoz, Mrs. Meredith Murphy, Mrs. Kristy Rubin, Mrs. Paula Saha, Mr. Scott Silverstein, Mrs. Hilary Turnbull, Mrs. Yelena Zolatarisky

E. Election of President – (Mrs. Calas presides)

SUGGESTED MOTION: “I nominate \_\_\_\_\_ for the office of President of the Springfield Board of Education for the 2022 calendar year.”

ROLL CALL VOTE I so recommend

F. Election of Vice President – (New President presides)

SUGGESTED MOTION: “I nominate \_\_\_\_\_ for the office of Vice President of the Springfield Board of Education for the 2022 calendar year.”

ROLL CALL VOTE I so recommend

G. Renewal of Bylaws and Policies

SUGGESTED MOTION: “I move to adopt existing policy, bylaws, and administrative guidelines.”

ROLL CALL VOTE I so recommend

H. Bank Signatures

1. SUGGESTED MOTION: "I move to authorize changes in bank signature cards for the signatures of President, Board Secretary and the Treasurer of School Monies."

ROLL CALL VOTE

I so recommend

I. Organization Chart

1. SUGGESTED MOTION: "I move approval of the Organizational Chart of the Springfield Board of Education."

J. Annual Scheduling of Board Meetings

1. SUGGESTED MOTION: "I move that effective immediately, Board Meetings be scheduled as per (Attachment Aro)."

ROLL CALL VOTE

I so recommend

K. Official Newspaper

1. SUGGESTED MOTION: "I move to designate the Local Source and/or the Star Ledger as official newspapers of the Board for the 2022 calendar year."

ROLL CALL VOTE

I so recommend

L. Board Appointments

1. School Attorney

SUGGESTED MOTION: "I move to appoint the following firms and attorneys as counsel to the Springfield Board of Education, for the 2022 calendar year:

1. Vito A. Gagliardi, Jr. Porzio, Bromberg & Newman PC  
Morristown, NJ 07962." (Attachment Bro)

ROLL CALL VOTE

I so recommend

2. Architect of Record

SUGGESTED MOTION: "I move to appoint DI Group Architecture and Planning, LLC, 136 Brighton Avenue, Deal, NJ as architect of record for the Springfield Board of Education for the 2022 calendar year."

ROLL CALL VOTE

I so recommend

3. Engineer of Record

SUGGESTED MOTION: "I move to appoint Pennoni Associates, 105 Fieldcrest Avenue, Edison, NJ as engineer of record for the Springfield Board of Education for the 2022 calendar year."

ROLL CALL VOTE

I so recommend

4. Purchasing Agent  
SUGGESTED MOTION: “I move approval of the resolution to appoint Michelle Calas, School Business Administrator/Board Secretary, as the duly authorized purchasing agent for the Springfield Board of Education, pursuant to 18A:18A.” (Attachment Cro)

5. Treasurer of School Monies  
SUGGESTED MOTION: “I move to appoint Manuel Vieira as Treasurer of School Monies to the Springfield Board of Education for the calendar year 2022 at a salary of \$6,455.”

ROLL CALL VOTE I so recommend

6. Auditor  
SUGGESTED MOTION: “I move to appoint Cannone and Company, P.A. as auditor to the Springfield Board of Education for the 2021 - 2022 budget year for the fee of \$23,682.00.”

ROLL CALL VOTE I so recommend

7. Affirmative Action Officer  
SUGGESTED MOTION: “I move to appoint Dana Kelly as Affirmative Action Officer of the Springfield School District for the 2022 calendar year.”

ROLL CALL VOTE I so recommend

8. Title IX Officer  
SUGGESTED MOTION: “I move to appoint Dana Kelly as Affirmative Title IX Officer of the Springfield School District for the 2022 calendar year.”

ROLL CALL VOTE I so recommend

9. School Safety Officer  
SUGGESTED MOTION: “I move to appoint Dana Kelly as School Safety Officer of the Springfield School District for the 2022 calendar year.”

ROLL CALL VOTE I so recommend

10. 504/ADA Compliance Officer  
SUGGESTED MOTION: “I move to appoint Tiffany Boehm as Public 504/ADA Compliance Officer of the Springfield School District for the 2022 calendar year.”

ROLL CALL VOTE I so recommend

11. Custodian of Public Records

SUGGESTED MOTION: "I move to approve the appointment of Rachel Goldberg, Superintendent, as the custodian of Public Records for the 2022 calendar year in accordance with the Open Public Records Act."

ROLL CALL VOTE

I so recommend

12. P.A.C.O. Officer

SUGGESTED MOTION: "I move to appoint Michelle Calas as P.A.C.O. Officer of the Springfield School District for the 2021 calendar year."

ROLL CALL VOTE

I so recommend

13. Morris-Union Jointure Commission Representative

SUGGESTED MOTION: "I move to appoint the Superintendent of Schools as the representative of the Springfield School District to serve on the Morris-Union Jointure Commission Board of Education."

ROLL CALL VOTE

I so recommend

14. Union County Educational Services Commission Representative

SUGGESTED MOTION: "I move to appoint [REDACTED] as a representative of the Springfield School District to serve on the Union County Educational Services Representative Assembly."

ROLL CALL VOTE

I so recommend

M. Board Member Ethics Training – Vito Gagliardi, Jr., Board Attorney

N. Open Public Session

1. It is the policy of this Board that inappropriate comments regarding specific individuals should not be made during the public portion of this meeting. Members of the public should be advised that to the extent they defame any employee of this district or member of this community, the Board disclaims any liability if you are involved in a civil suit for defamation. As a reminder, all of the Board's Policies and Regulations related to public participation in board meetings shall remain in effect, including, but not limited to, the presiding officer's ability to limit each statement made by a participant to a 3-minute duration.

O. Adjournment

2022

Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, scheduled meetings of the Board of Education will be held in the Jonathan Dayton High School IMC, First Floor at 7:00 P.M. for Executive Sessions and 7:30 P.M. for Public Sessions on the following dates:

<u>2022</u>	<u>MONTH</u>	<u>REGULAR MEETINGS</u>	<u>SPECIAL MEETINGS</u>
	January	24	
	February	07, 28	
	March	14, 28	
	April	25	
	April	25 - Public Hearing (2022-2023 Proposed Budget)	
	May	09, 23	
	June	06	
	July	25	
	August	29	
	September	19	
	October	03, 17	
	November	07, 21	
	December	12	
<u>2023</u>	January	03 - Re-Organization Meeting	
	January	03	

**2023 – Tentative Meetings (Dates subject to change - Will be reviewed at the January 3, 2023 reorganization meeting)**

January	23
February	06, 27
March	13, 27
April	24
May	08, 22
June	05

Any changes or additions to this calendar will be announced pursuant to the New Jersey Open Public Meetings Act.

Springfield, New Jersey  
Date: January 3, 2022

Michelle Calas  
Business Administrator/Board Secretary

Copy to: The Local Source, Star Ledger, Township Clerk, Springfield Public Library  
Posted at Board Office and each school, and District website – [www.springfieldschools.com](http://www.springfieldschools.com)

BOARD ATTORNEYS

<u>Attorney</u>	<u>Firm</u>	<u>Rate</u>
Vito A. Gagliardi, Jr., Kerri Wright, & Tom Johnston	Porzio Bromberg & Newman PC	\$210/hour (\$145/hour for paralegals)

**Resolution  
Purchasing Agent  
January 3, 2022**

**WHEREAS**, the Public School Contracts Law gives the Board of Education the ability to increase their bid threshold up to \$44,000; and

**WHEREAS**, N.J.S.A. 18A-3a, permits an increase in the bid threshold if a qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, Michelle Calas possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

**WHEREAS**, the Springfield Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

**RESOLVED**, that the governing body of the Springfield Board of Education, in the County of Union, in the State of New Jersey hereby increases its bid threshold to \$44,000; and be it further

**RESOLVED**, that the governing body hereby appoint Michelle Calas as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b with specific authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

**RESOLVED**, that in accordance with N.J.A.C. 5:35-5.2, the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Michelle Calas's certification to the Director of the Division of Local Government Services.

I, Michelle Calas, Secretary of the Springfield Board of Education, in the County of Union, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Springfield Board of Education, County of Union, State of New Jersey at a regular meeting of said governing body held on January 3, 2022.

\_\_\_\_\_  
Michelle Calas  
Business Administrator/Board Secretary