

SPRINGFIELD BOARD OF EDUCATION
JANUARY 8, 2018
RE-ORGANIZATIONAL MEETING

1. CALL TO ORDER

The Meeting was called to order at 7:30 P.M. by Mr. Matthew A. Clarke, Board Secretary.

Mr. Clarke read the following statement:

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 5, 2017 and revised on January 4, 2018.

2. PLEDGE OF ALLEGIANCE

3. OATH OF OFFICE

Mr. Clarke administered the oath of office to elected Board Members, Laura Gamarekian, Marc Miller and Kristy Rubin.

4. RESULTS OF ELECTION

Mr. Clarke announced the official election results as follows:

Member Board of Education

Three Year Term:

Marc Miller - 1548 votes

Kristy Rubin – 1588 votes

Laura Gamarekian – 335 write-in votes

5. ROLL CALL

Present: Mrs. Robin Cornelison, Mr. Scott Donner, Mrs. Laura Gamarekian, Mr. Marc Miller, Mr. Hector Munoz, Mrs. Kristy Rubin, Mr. Scott Silverstein, Mrs. Hilary Turnbull

Absent: Mrs. Jacqueline Shanes

6. ELECTION OF PRESIDENT

Moved by Mrs. Cornelison, seconded by Mr. Munoz, to nominate Scott Silverstein, for the office of President of the Springfield Board of Education for 2018 calendar year.

Yeas: Mrs. Robin Cornelison, Mr. Scott Donner, Mrs. Laura Gamarekian,

Mr. Marc Miller, Mr. Hector Munoz, Mrs. Kristy Rubin, Mrs. Hilary Turnbull,

Abstention: Mr. Scott Silverstein

MOTION CARRIED

7. ELECTION OF VICE PRESIDENT

Moved by Mrs. Cornelison, seconded by Mrs. Turnbull, to nominate Marc Miller, for the office of Vice President of the Springfield Board of Education for 2018 calendar year.

Yeas: Mrs. Robin Cornelison, Mr. Scott Donner, Mrs. Laura Gamarekian,
Mr. Hector Munoz, Mrs. Kristy Rubin, Mrs. Hilary Turnbull,
Mr. Scott Silverstein
Abstention: Mr. Marc Miller

MOTION CARRIED

8. RENEWAL OF BYLAWS AND POLICIES

Moved by Mr. Miller, seconded by Mrs. Cornelison, to adopt existing policy,
bylaws, and administrative guidelines.

Yeas: Unanimous by all Members present.

MOTION CARRIED

9. BANK SIGNATURES

Moved by Mr. Miller, seconded by Mr. Munoz, to authorize changes in bank
signature cards for the signatures of President, Board Secretary and the Treasurer
of School Monies.

Yeas: Unanimous by all Members present.

MOTION CARRIED

10. ORGANIZATIONAL CHART

Moved by Mr. Miller, seconded by Mr. Munoz, approval of the Organizational
Chart of the Springfield Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

11. ANNUAL BOARD MEETINGS

Moved by Mr. Miller, seconded by Mr. Munoz, that effective immediately, Board
Meetings be scheduled as per (Attachment Aro).

Yeas: Unanimous by all Members present.

MOTION CARRIED

12. OFFICIAL NEWSPAPER

Moved by Mr. Miller, seconded by Mr. Munoz, to designate the Local Source
and/or the Star Ledger as official newspapers of the Board for the 2018 calendar
year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

13. SCHOOL ATTORNEY

Moved by Mr. Miller, seconded by Mr. Munoz, move to appoint the following
firms and attorneys as counsel to the Springfield Board of Education, for the 2018
calendar year:

1. Vito A. Gagliardi, Jr. Porzio, Bromberg & Newman. (Attachment Bro)

Yeas: Unanimous by all Members present.

MOTION CARRIED

14. ARCHITECTS

Moved by Mr. Miller, seconded by Mr. Munoz, 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 2018 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

15. ENGINEER OF RECORD

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint Pennoni Associates, 105 Fieldcrest Avenue, Edison, NJ as engineer of record for the Springfield Board of Education for the 2018 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

16. PURCHASING AGENT

Moved by Mr. Miller, seconded by Mr. Munoz, approval of the resolution to appoint Matthew A. Clarke, School Business Administrator/Board Secretary, as the duly authorized purchasing agent for the Springfield Board of Education, pursuant to 18A:18A (Attachment Cro).

Yeas: Unanimous by all Members present.

MOTION CARRIED

17. TREASURER OF SCHOOL MONIES

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint Manuel Vieira as Treasurer of School Monies to the Springfield Board of Education for the calendar year 2018 at a salary of \$5,820.

Yeas: Unanimous by all Members present.

MOTION CARRIED

18. AUDITOR

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint Cannone and Company, P.A. as auditor to the Springfield Board of Education for the 2017 - 2018 budget year for the fee of \$21,144.00.

Yeas: Unanimous by all Members present.

MOTION CARRIED

19. AFFIRMATIVE ACTION OFFICER

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint as Affirmative Action Officer of the Springfield School District for the 2018 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

20. TITLE IX OFFICER

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint Jannett Pacheco as Affirmative Title IX Officer of the Springfield School District for the 2018 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

21. SCHOOL SAFETY OFFICE

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint Jannett Pacheco as School Safety Officer of the Springfield School District for the 2018 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

22. 504/ADA COMPLIANCE OFFICER

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint Tiffany Boehm as Public 504/ADA Compliance Officer of the Springfield School District for the 2018 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

23. CUSTODIAN OF PUBLIC RECORDS

Moved by Mr. Miller, seconded by Mr. Munoz, to approve the appointment of Michael Davino, Superintendent, as the custodian of Public Records for the 2018 calendar year in accordance with the Open Public Records Act.

Yeas: Unanimous by all Members present.

MOTION CARRIED

24. PUBLIC AGENCY COMPLIANCE OFFICER (PACO)

Moved by Mr. Miller, seconded by Mr. Munoz, appoint Matthew A. Clarke as P.A.C.O. Officer of the Springfield School District for the 2018 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

25. MORRIS UNION JOINTURE

Moved by Mr. Miller, seconded by Mr. Munoz, appoint the Superintendent of Schools as the representative of the Springfield School District to serve on the Morris-Union Jointure Commission Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

26. UNION COUNTY EDUCATIONAL SERVICES

Moved by Mr. Miller, seconded by Mr. Munoz, to appoint Scott Donner as a representative of the Springfield School District to serve on the Union County Educational Services Representative Assembly.

Yeas: Mrs. Robin Cornelison, Mrs. Laura Gamarekian, Mr. Marc Miller,
Mr. Hector Munoz, Mrs. Kristy Rubin, Mrs. Hilary Turnbull,
Mr. Scott Silverstein

Abstention: Mr. Scott Donner

MOTION CARRIED

27. ADJOURNMENT TO REGULAR MEETING

Moved by Mr. Miller, seconded by Mrs. Cornelison, to adjourn the organizational meeting at 7:44 PM. and move on to the regular meeting.

Yeas: Unanimous by all Members present.

MOTION CARRIED

2018

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>2018</u>	<u>MONTH</u>	<u>REGULAR MEETINGS</u>	<u>SPECIAL MEETINGS</u>
	January	22	
	February	12, 26	
	March	05, 19	
	April	16, 30	
	April	30	- Public Hearing (2018-2019 Proposed Budget)
	May	14, 21	
	June	04, 18	
	July	16	
	August	13	
	September	17	
	October	01, 15	
	November	05, 19	
	December	03, 17	
<u>2019</u>	January	07	- Re-Organization Meeting
	January	07	

2019 – Tentative Meetings (Dates subject to change - Will be reviewed at the January 7, 2019 reorganization meeting)

January	28
February	11, 25
March	04, 18
April	8
May	13, 20
June	03, 17

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

Springfield, New Jersey
Date: January 4, 2018

Matthew A. Clarke
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

BOARD ATTORNEYS

<u>Attorney</u>	<u>Firm</u>	<u>Rate</u>
Vito A. Gagliardi, Jr., Kerri Wright, & Tom Johnston	Porzio Bromberg & Newman PC	\$195/hour (\$145/hour for paralegals)

**Resolution
Purchasing Agent
January 4, 2018**

WHEREAS, the Public School Contracts Law gives the Board of Education the ability to increase their bid threshold up to \$40,000; 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, Matthew A. Clarke 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 \$36,000; and be it further

RESOLVED, that the governing body hereby appoint Matthew A. Clarke 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 Matthew A. Clarke's certification to the Director of the Division of Local Government Services.

I, Matthew A. Clarke, 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 4, 2018.

Matthew A. Clarke
Business Administrator/Board Secretary