

**JANUARY 7, 2015**

A Reorganization Meeting of the Board of Education of the Township of Teaneck, County of Bergen, New Jersey, was held in the Eugene Field, Administration Building's Margaret Angeli Staff Development Room, One Merrison Street, Teaneck, New Jersey, on Wednesday, January 7, 2015, at 8:00 p.m. Mr. Robert S. Finger, Board Secretary, presided.

**FLAG SALUTE**

**PRESIDING OFFICER'S MEETING NOTICE STATEMENT**

"I hereby call to order the Reorganization Meeting of the Teaneck Board of Education, held on Wednesday, January 7, 2015, in the Eugene Field Administration Building's Margaret Angeli Staff Development Room. Adequate notice of this meeting has been sent to The Record, The Suburbanite, filed with the Municipal Clerk of the Township of Teaneck and posted inside the Teaneck Board of Education, One Merrison Street, on Friday, January 2, 2015."

**REPORT OF RESULTS OF THE ANNUAL SCHOOL BOARD ELECTION**

The Board Secretary announced the official results of the Annual School Election held on Tuesday, November 4, 2014 as certified by the Bergen County Board of Elections and the Bergen County Clerk:

<u>Full Three-Year Term</u>	
Clara Williams	3,126
Howard Rose	3,122
Ardie D. Walser	2,752

The Oath of Office was administered by the Board Secretary to Clara Williams, Howard Rose, and Ardie D. Walser.

The Board Secretary conducted a Roll Call of the fully constituted Board and certified that there was a quorum of the full membership present.

**ROLL CALL**

**Board Members Present:**

- Dr. David Diuguid
- Dr. David Gruber
- Mrs. Sarah Rappoport
- Mrs. Gervonn Rice
- Mr. Sebastian Rodriguez
- Mr. Howard Rose
- Dr. Ardie Walser
- Mrs. Clara Williams
- Ms. Shelley Worrell

**Others Present:**

- Barbara Pinsak, Superintendent of Schools
- Robert S. Finger, Business Administrator/Board Secretary
- Vincent McHale, Assistant Superintendent

7. Election of the Board President

Motion made by Mr. Rose to nominate Dr. Walser for the position of Board President.

Roll call on Election of Board President: Motion approved 9-0.

8. Election of the Board Vice-President

Motion made by Dr. Diuguid to nominate Mrs. Rice for the position of Board Vice-President.

Roll call on Election of Board Vice-President: Motion approved 9-0.

**REAFFIRMATION OF DISTRICT GOALS**

The Board President reaffirmed the district's goals.

**GOAL 1: Students attending the Teaneck Public Schools will acquire the skills, knowledge and understanding in order to be successful in the twenty first century.**

**GOAL 2: Teachers and administrators in the Teaneck Public Schools will acquire the skills, knowledge and understanding necessary to support student achievement.**

**GOAL 3: The environment in the Teaneck Public Schools will be safe and respectful, with students and adults appreciative of the unique contributions of members of the community.**

**GOAL 4: The Teaneck Public Schools will communicate effectively with parents and with the community.**

**GOAL 5: The Teaneck Public Schools will provide funding for Goals 1-4 and sustain school facilities while respecting community resources.**

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**PUBLIC PARTICIPATION ON MEETING AGENDA**

The public hearing on matters appearing on this meeting's business agenda commenced at 8:17 p.m. No one wished to address the Board on any agenda matters and the hearing was closed.

**BUSINESS AGENDA**

The Board took action on the business agenda items for this meeting.

**BOARD OPERATIONS****JANUARY 7, 2015**

Motion made by Dr. Diuguid seconded by Mr. Rose;

9. the Board approved and adopted the **Meeting Schedule** for the period January 14, 2015 to the next Reorganization Meeting.

The Board reserves the right to call executive sessions not included in the schedule.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Type</u>	<u>Agenda</u>
Wednesday	1/14/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	1/21/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	2/04/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	2/11/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	3/04/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	3/11/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	4/01/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	4/08/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	5/06/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	5/13/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	6/03/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	6/10/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda

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<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Type</u>	<u>Agenda</u>
Wednesday	6/24/15	8:00pm	EFSDR	SPM	Business Agenda
Wednesday	8/19/15	8:00pm	EFSDR	SPM	Business Agenda
Wednesday	9/02/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	9/09/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	10/07/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	10/14/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	11/04/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	11/11/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	12/02/15	8:00pm	EFSDR	WS	Review of Agenda
Wednesday	12/09/15	8:00pm	THS 3 <sup>rd</sup> Floor Student Center	RPM	Regular Business Agenda
Wednesday	1/06/16	8:00pm	EFSDR	SPM	Reorganization of the Board

EFSDR – Eugene Field School Staff Development Room

THS – Teaneck High School

WS – Workshop Meeting

RPM – Regular Public Meeting

SPM – Special Public Meeting

10. the existing **Board of Education Bylaws, Policies and Regulations** were readopted.
11. the Board readopted all previously adopted **Curriculum and Textbook** lists.

12. the Board approved for the purpose of **Legal Advertisements and Meeting Notices** that the “official newspaper(s)” shall be The Record, published in Hackensack, New Jersey and circulating in Teaneck on a daily basis, and the Suburbanite, published in Cresskill, New Jersey and circulating in Teaneck on a weekly basis.
13. the Board, individually and as a group, reaffirmed and readopted the **School Board Member Code of Ethics** contained in Board of Education Bylaw 0142, as follows:

**NJSBA CODE OF ETHICS**

The members of the Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear public statement of its’ philosophy of service to the pupils of the district, the Board adopts as its’ own the School Board Member Code of Ethics promulgated by the New Jersey School Boards Association on May 10,1975 and reproduced below.

1. 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 ethical procedures.
2. 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.
3. I will confine my Board action to policymaking, 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.

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9. I will support and protect school personnel in proper performance of their duties.
10. 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.
14. the Board retained the services of **Isabel Machado** of the **Machado Law Group** as Board Attorney for the period January 1, 2015 to the next Reorganization Meeting and a fee for service at the rate of \$150 per hour.
15. the Board retained the services of **Isabel Machado** of the **Machado Law Group** as Board Special Education Attorney for the period January 1, 2015 to the next Reorganization Meeting and a fee for service at the rate of \$150 per hour.
16. the Board retained the services of **Douglas Kovats** of **Kenney, Gross, Kovats, & Parton** as Board Negotiations/Labor Attorney for the period January 1, 2015 to the next Reorganization Meeting and a fee for service at the rate of \$150 per hour.
17. the Board retained the services of **Holman, Frenia & Allison** as the Public School Auditor for the period January 1, 2015 to the next Reorganization Meeting at a fee not to exceed \$45,000.
18. the Board appointed the firm of **DiCara/Rubino** as the Architect of Record for all projects for which they are currently engaged; and, that the Superintendent, Business Administrator/Board Secretary and Director of Facilities be authorized to engage this firm for architectural services on an as-needed basis; and a fee for service not to exceed \$170 per hour for the period January 1, 2015 to the next Reorganization meeting.
19. that the Board appoint **Dr. Barry Weissman** and **Dr. Joseph Fruchter** of **All Bergen Pediatrics** as **Medical Inspectors** pursuant to N.J.S.A. 18A:40-1, for the period July 1, 2015 through June 30, 2016 for a total annual fee not to exceed \$83,500.
20. the Board appointed **Anthony Bianchi** as **Treasurer of School Moneys**, pursuant to N.J.S.A. 18A:17-31, for the period January 1, 2015 to the next Reorganization Meeting at an annual salary of \$7,500.
21. the Board appointed **Robert S. Finger** as **Board Secretary** for the period January 1, 2015 to January 31, 2015.
22. the Board appointed **Karla Starks** as **Assistant Board Secretary** for the period January 1, 2015 to the next Reorganization Meeting.
23. the Board appointed **Barbara Pinsak** as the **ADA/504 Coordinator** for the Teaneck Public Schools for the period January 1, 2015 to the next Reorganization Meeting; and adopt and authorize the full implementation of a Comprehensive Equity Plan (Affirmative Action Plan) in the areas of staff development, curriculum and employment.



24. the Board appointed **Robert S. Finger** as the **Public Agency Compliance Officer** for the period January 1, 2015 to January 31, 2015.
25. the Board appointed **Robert S. Finger** as the **Custodian of Records** for the period January 1, 2015 to January 31, 2015.
26. the Board appointed **Karla Starks** as **Assistant Custodian of Records** for the period January 1, 2015 to the next Reorganization Meeting.
27. the Board appointed **Adrienne Williams** as the **Substance Awareness Coordinator** for the period January 1, 2015 to the next Reorganization Meeting.
28. the Board appointed **Anthony D'Angelo** as Integrated Pest Management Officer, Asbestos Hazardous Emergency Response Act (AHERA) Officer, Indoor Air Quality Coordinator, Right to Know Officer, Chemical Hygiene Officer and Blood Borne Pathogens Coordinator for the period January 1, 2015 to the next Reorganization Meeting.
29. the Board appointed **Robert S. Finger**, as **Qualified Purchasing Agent** of the Teaneck Board of Education for the period January 1, 2015 to January 31, 2015 in accordance with N.J.S.A.18A:18A-2(b), as revised, and duly assigned the authority, responsibility and accountability for purchasing on behalf of the Board, and having the power to prepare advertisements, advertise for and receive bids, and to award contracts pursuant to N.J.S.A.18A:18A-3a (Bid Threshold) at a bid threshold up to \$36,000, 18A:18A-37a (Quotations), and 18A:18A-7 (Emergency Purchases), and prepare and issue all purchase orders in accordance with N.J.S.A.18A:18A et. seq. and applicable Board policies and regulations. The Board authorizes the Business Administrator/Board Secretary to take all reasonable actions necessary, including, but not limited to legal advertisements and execution of contracts deemed necessary to implement the purchasing statute, N.J.S.A.18A:18A et. seq., and further authorizes the Business Administrator to audit all claims and demands to be paid, provide for approval, and make payment of audited claims and demands prior to the Board meeting. Any such approvals shall be presented to the Board at the next meeting for ratification, pursuant to N.J.S.A. 18A:19-4 and 18A:19-4.1. The appointee is certified as a Qualified Purchasing Agent by the New Jersey State Department of Community Affairs.

Furthermore, that the Board authorize the **Qualified Purchasing Agent** to purchase goods and services from any approved New Jersey State Contract Vendor for the period January 1, 2015 to January 31, 2015 pursuant to all conditions of the individual state contracts and in accordance with N.J.S.A. 18A:18A-10a. This would include but not be limited to contracts for school supplies and equipment, office supplies, furniture and equipment, computer hardware, software and supplies, custodial maintenance supplies and equipment, audio visual supplies and equipment and such other routine purchases as may be deemed appropriate by the purchasing agent during the course

**BOARD OPERATIONS**

#29 (cont'd.)

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of the year. The Business Administrator/Board Secretary shall certify the availability of sufficient funds prior to the expenditure of funds for such goods or services.

Roll call on Board Operations Motion #9 - 29: Motion approved 9-0.

Motion made by Dr. Diuguid seconded by Mr. Rose;

- 95. the Board approved Capital One Bank, Chase Bank, Bank of America, Beneficial Bank, MBIA Class, New Jersey Cash Management Fund and the Teaneck Federal Credit Union as **Designated Depositories** and that funds of this Board and/or individual Teaneck Township Public Schools, deposited in said banks, be subject to withdrawal upon checks, notes, drafts, bills of exchange, acceptances, undertakings or other orders for the payment of money as may be permitted by law, and when signed on behalf of this Board of Education by the following persons who are, or hereafter may be elected, appointed or employed by action of this Board. Withdrawals shall include authorization for the Business Administrator/Board Secretary and the Assistant Board Secretary to wire transfer Board funds between the depositories designated herein only, and those transfers shall be confirmed in writing.

Said designated depositories are hereby authorized to pay any such orders and also to receive the same for credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue or disposition of the proceeds.

The foregoing powers and authority will continue until written notice of revocation has been delivered to said designated depositories.

The signature of the President of the Board of Education and the Treasurer of School Moneys shall be facsimile signatures affixed directly to any withdrawal instrument they shall jointly or individually be authorized to sign as hereinafter indicated.

The following are the accounts authorized in each of the designated depositories. Accounts may be opened or closed as approved by the Board of Education and upon written notification to the depository of the Board's action.

**CAPITAL ONE BANK**

<u>Designated As</u>	<u>Required Signatures on Each Account for Withdrawals</u>
Warrant Account	Board President AND Treasurer of School Moneys AND Business Administrator/Bd. Secy., OR Asst. Board Secretary
Payroll Account	Treasurer of School Moneys
Food Services Account	Board President AND Treasurer of School Moneys AND Business Administrator/Bd. Secy., OR Asst. Board Secretary
Payroll Agency Account	Treasurer of School Moneys
Workers' Compensation Claim Account	Agents of the Board (2) – Inservco, Inc.

## TEANECK FEDERAL CREDIT UNION

<u>Designated As</u>	<u>Required Signatures on Each Account for Withdrawals</u>
Teaneck Board of Ed Music Fund	Supervisor of Fine and Performing Arts., <u>OR</u> Asst. Board Secretary
Teaneck High School Student Activity Fund	Principal, High School <u>AND</u> Treasurer <u>OR</u> Principal's Secretary
Teaneck High School Athletic Fund	Athletic Director <u>AND</u> Treasurer
Benjamin Franklin Middle School Student Activity Fund	Principal, Benjamin Franklin <u>AND</u> Assistant Principal
Hawthorne School Student Activity Fund	Principal, Hawthorne <u>AND</u> Principal's Secretary
Lowell School Student Activity Fund	Principal, Lowell <u>AND</u> Principal's Secretary
Agnes Halajian Scholarship Account	Principal, Hawthorne <u>AND</u> Principal's Secretary
African American Studies Scholarship Account	Principal, High School <u>OR</u> Assistant Principal
Bergen County Directors of Guidance Award	Principal, High School <u>OR</u> Assistant Principal
Donyale Morton Scholarship Account	Principal, High School <u>AND</u> Assistant Principal
Edna Marx Scholarship Account	Principal, High School <u>AND</u> Assistant Principal
Floyd Schmid Scholarship Account	Principal, High School <u>AND</u> Assistant Principal
Marion Shelby Scholarship Account	Principal, High School <u>AND</u> Assistant Principal
Muriel Rosemarin Scholarship Account	Principal, High School <u>AND</u> Assistant Principal <u>OR</u> Principal's Secretary
Paul Nonas Scholarship Account	Principal, High School <u>AND</u> Assistant Principal

**FINANCE & BUDGET**

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Stephen J. Kingslow Scholarship Account	Principal, High School AND Assistant Principal
Stuart Sharenow Scholarship Account	Principal, High School AND Assistant Principal
Susan Gardner Scholarship Account	Principal, High School AND Assistant Principal OR Athletic Director
Director of Guidance	Principal, High School AND Assistant Principal
Tolerance Scholarship	Principal, High School AND Assistant Principal
Wells Jenny Scholarship Account	Principal, High School AND Assistant Principal
Milton & Rose Gold Rosenbloom Prize	Principal, High School AND Assistant Principal
Teaneck Community Education Center Refund/Petty Cash Account	Director OR Financial Coordinator AND Bd. Secy., OR Asst. Board Secretary
Thomas Jefferson Middle School	Principal, Thomas Jefferson AND School Secretary

**MBIA CLASS**

<u>Designated As</u> General Account	Required Signatures on <u>Each Account for Withdrawals</u> Business Administrator/ Bd. Secy., OR Asst. Board Secretary
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**NEW JERSEY CASH MANAGEMENT FUND**

<u>Designated As</u> General Account	Required Signatures on <u>Each Account for Withdrawals</u> Business Administrator/ Bd. Secy., OR Asst. Board Secretary
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96. the Board approved that, when cash flow permits, the Business Administrator/ Board Secretary and/or the Assistant Board Secretary be authorized to **Invest Board Funds** in United States Government Bills and such other investments as may be permitted by law.

Verbal arrangements for investments of Board funds may be made by the Business Administrator/Board Secretary and/or the Assistant Board Secretary. All such arrangements shall be confirmed in writing to the designated depository, over the manual signature of the Business Administrator/Board Secretary and/or the Assistant Board Secretary.

Investment of idle funds in individual schools, department or activity accounts may be made by persons designated to sign for withdrawals from the account, provided these persons receive prior approval from the Business Administrator/Board Secretary and/or the Assistant Board Secretary and that all investments are legally authorized for investment of Board funds and that the Business Administrator/Board Secretary and/or the Assistant Board Secretary are hereby authorized to execute this Agreement on behalf of the Board.

Roll call on Finance & Budget Motion #95 - 96: Motion approved 9-0.

Motion made by Dr. Diuguid seconded by Mr. Rose;

155. the Board approved **payment for unused sick/personal days and vacation days** for employees that terminated on December 31, 2014 in accordance with the terms and conditions of the collective bargaining agreement with the International Brotherhood of Teamsters, Local 97 as per the worksheet appended to and made a part of the minutes.

Roll call on Personnel Motion #155: Motion approved 9-0.

**PUBLIC PARTICIPATION ON OTHER THAN MEETING AGENDA**

The public hearing on matters other than those appearing on this meeting's business agenda commenced at 8:26 p.m. No one wished to address the Board on any agenda matters and the hearing was closed.

**ADJOURNMENT**

On a motion made by Dr. Diuguid and seconded by Mr. Rose, the meeting adjourned at 8:27 p.m.

Respectfully submitted,

Robert S. Finger, CFE, CGFM  
Business Administrator/Board Secretary