

HANOVER TOWNSHIP BOARD OF EDUCATION

MINUTES

ANNUAL REORGANIZATION MEETING JANUARY 6, 2022

I. Opening -

The meeting was called to order by Mrs. Vanessa Wolsky, Business Administrator/Board Secretary at 7:00 p.m. in the Auditorium at Memorial Junior School, 61 Highland Avenue, Whippany, New Jersey 07981.

Mrs. Wolsky read the following statement:

In accordance with P.L. 1975, Chapter 231, notice of this meeting was provided to the newspaper of record, appropriately posted and sent to the Township Clerk on January 8, 2021.

Mrs. Wolsky led the flag salute.

II. Secretary's Report

Mrs. Wolsky said, "Election Day was Tuesday, November 2. In the Board of Education race there were a total of six candidates running for three year seats. Results were official as of yesterday afternoon and the top three candidates are Jeffrey Basile with 2,292 votes, Marc Amoresano with 2,116 votes and Lisa Bomengo with 2,000 votes. Congratulations to Mr. Basile, Mr. Amoresano and Mrs. Bomengo and I look forward to working with you during the upcoming year."

Mrs. Wolsky administered the Oath of Office to Mr. Amoresano, Mr. Basile and Mrs. Bomengo

Mrs. Wolsky then called the roll:

Present: Board Members

Mrs. Patricia Mattia
Mrs. Gina Marie Winkler
Mrs. Marcella Wilson
Dr. Lynda Wright
Mr. Jeffrey Basile
Mrs. Kathryn McSorley
Mr. Marc Amoresano
Mrs. Lisa Bomengo
Mr. Stephen Furda

Superintendent
School Business Administrator/
Board Secretary

Mr. Michael Wasko
Mrs. Vanessa Wolsky

III. Public Comments on Agenda – None

IV. Election of Officers

A. President

Mrs. Wolsky asked for nominations for the office of President of the Board of Education. Mrs. Wilson nominated Mrs. Mattia, Mrs. Winkler seconded the nomination.

Motion by Mr. Basile and seconded by Mrs. Winkler to close the nominations.

Voice Vote: 9 Yes, 0 no

Mrs. Wolsky declared Mrs. Mattia as President of the Board of Education and turned the remainder of the meeting over to her.

B. Vice-President

Mrs. Mattia asked for nominations for the office of Vice President of the Board of Education. Mr. Basile nominated Mrs. Wilson, Dr. Wright seconded the nomination.

Motion by Mr. Furda and seconded by Mrs. Winkler to close the nominations.

Voice Vote: 9 Yes

Mr. Mattia declared Mrs. Wilson as Vice President of the Board of Education.

V. Discussion of Code of Ethics for Board Members

Code of Ethics for School Board Members

Resolved, that the Hanover Township Board of Education adopts the following **Code of Ethics** for School Board Members, 18A:12-24-1:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. 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.
- c. 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.
- d. I will carry out my responsibility, not to administer the schools, but together with my fellow board member, to see that they are well run.

- e. 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.
- f. 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.
- g. I will hold confidential all matter 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.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. 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.

BE IT FURTHER RESOLVED, that the School Ethics Act and code of Ethics for School Board Member has been received and discussed: and

BE IT FUTHER RESOLVED, that the Policies and Procedures regarding training of district Board of Education members has been adopted; and

BE IT FURTHER RESOLVED, that each Board of Education member acknowledges receipt of and has become familiar with the Code of Ethics for School Board Members.

VI. Reorganization Actions

- 1. Designate the Hanover Eagle/Regional Weekly News, Morris County's Daily Record, and The Star-Ledger, as official newspapers.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 2. Designate Tuesday at 7:30 p.m. in the Library/Media Center of the Memorial Junior School for Regular Meetings and Executive Sessions as indicated on the attached schedule, **Attachment "A"**.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 3. Approve the appointment of the PNC Bank, N.A. as the depository of record for funds of the Hanover Township Board of Education and authorize the PNC

Bank, N.A. to honor the signatures for the bank accounts, effective 1/7/20,
Attachment “B”.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 4. Authorize the PNC Bank, N.A. to honor the facsimile signatures of the President of the Board of Education, the Board Secretary, and the Treasurer of School Monies.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 5. Authorize a Funds Transfer Agreement with PNC Bank, N.A. for the transfer of funds by wire from accounts at PNC Bank to any other account with PNC Bank or to other accounts that are designated as public depository for Board funds to be initiated by the Business Administrator/Board Secretary.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 6. Designate the following for solicitation of quotes and possible investment of Board funds:

- PNC Bank, N.A.
- Bank of America
- Wells Fargo Bank
- TD Bank
- Chase Bank
- Valley National Bank
- State of New Jersey Cash Management

and any other bank holding a current certificate of eligibility from the New Jersey Banking Association, and authorize the Business Administrator/Board Secretary to invest idle funds periodically, and report investments to the Board.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 7. Authorize the Business Administrator/Board Secretary to periodically invest Board funds in Bonds or other obligations of the U.S. Treasury or obligations guaranteed by the U.S. Treasury in accordance with Title 18A:20-37 and report investments to the Board.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 8. Adopt the Board Policy Manual currently in existence.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 9. Appoint the following:
 - a. **Board Secretary** – Vanessa M. Wolsky
 - b. **General and Labor Counsel** – Scarinci Hollenbeck, Attorneys at Law -

- Lyndhurst, N. J.
- c. **Auditor** - Raymond Sarinelli, CPA - Nisivoccia & Company, Randolph, N. J.
 - d. **Architect of Record** – Anthony Gianforcaro, AIA
Gianforcaro Architects, Engineers & Planners, Chester N. J.
 - e. **Mechanical Engineer** - Gianforcaro Architects, Engineers & Planners, Chester, N. J.
 - f. **Environmental Consultant** - RK Occupational and Environmental Analysis, Inc., Phillipsburg, N. J.
 - g. **Engineers** - Melick-Tully and Associates, P.C., South Bound Brook, N. J.
Omland Consulting Engineers and Planners, (for construction purposes), Cedar Knolls, N. J.
 - h. **Computer Support Services** -
CDK Systems, Great Meadows, N. J.
R&L Data Centers, Bloomsbury, NJ
 - i. **School Medical Inspector** – Dr. Michael Kelly, ProCare Medical Associates, LLC, Livingston, NJ
 - j. **District Attendance Officer** – Roberto Camean, Principal, Salem Drive School
 - k. **AHERA Designated Person** – Thomas Gaveglio, Supervisor of Buildings and Grounds
 - l. **Integrated Pest Management Coordinator** – Thomas Gaveglio, Supervisor of Buildings and Grounds
 - m. **AED Services** – LifeSafe Services, Jacksonville, FL.
 - n. **Board of Education Policy Service** - Strauss Esmay, Toms River, NJ
 - o. **Website Host** – Blackboard, Inc.
 - p. **E-Rate** – Educational Consortium for Telecom Savings
 - q. **Insurance Brokers of Record-**
Brown & Brown Employee Benefits Consulting Services for Dental & Vision Plans
Morris Essex Insurance Group (MEIG)
Berkley Accident and Health Insurance Company, Student Accident Insurance through Bob McCloskey Insurance, Matawan, NJ
 - r. **Appraiser- Fixed Assets** – Duff and Phelps, LLC., Milwaukee, WI
 - s. **Affirmative Action** –
Vanessa M. Wolsky, Affirmative Action Officer
Public Agency Compliance Officer
Aaron Wasserman, Affirmative Action Officer
 - t. **Co-Custodians of Governmental Records**
Vanessa M. Wolsky, Business Administrator/Board Secretary
Michael J. Wasko, Superintendent of Schools
 - u. **504 Compliance Officer**
Gregory Margolis, Director of Special Education
 - v. **Petty Cash Accounts Titles and Maximums** -
Business Administrator/Board Secretary \$ 500
Principal, Bee Meadow School \$ 400
Principal, Mountview Road School \$ 400

Principal, Salem Drive School	\$ 400
Principal, Memorial Junior School	\$ 400
Assistant Principal, Memorial Junior School	\$ 200
Superintendent of Schools	\$ 400
Supervisor of Buildings and Grounds	\$ 200
Transportation Coordinator	\$ 300
Director of Special Education	\$ 200
Director of Curriculum	\$ 200
Hanover Twp. School-Age Child Care	<u>\$4,800</u>
Total	\$8,400

- x. **Purchasing Agent** –Vanessa M. Wolsky
- y. **Tax Shelter Annuity Companies per Attachment “C”**
- z. **Asbestos Management Officer** – Thomas Gaveglio
- aa. **Indoor Air Quality Designee** – Thomas Gaveglio
- bb. **Right to Know Officer** – Thomas Gaveglio
- cc. **Chemical Hygiene Officer** – Michael S. Anderson
- dd. **Safety & Health Designee** – Jacob Ziegler
- ee. **Substance Awareness Coordinator** – Rebecca Tsihlas
- ff. **Homeless Liaison** – Vanessa Wolsky
- gg. **District Wellness Policy Coordinator** - Roberto Camean
- hh. **School Safety Specialist** – Gregory Margolis, Michael J. Wasko

Motion: Mr. Basile

Second: Mrs. Wilson

Roll Call:

Items a, c-hh: 8 yes, 1 no
 (No: Amoresano)
 Item b: 7 yes, 2 no
 (No: Amoresano, Bomengo)

- 10. The Board President requests volunteers for the following:
 - a) Legislative Chairperson
 - b) Delegate to New Jersey School Boards Association
 - c) Alternate delegate to New Jersey School Boards Association
 - d) Delegate to the Morris County School Boards Association
 - e) Educational Services Commission of Morris County

Appointments are made by Board President. The Board President requests that members indicate their committee preferences on the committee list provided and submit the list to the President as quickly as possible. Committee assignments will be designated prior to the January 25, 2022 meeting.

Motion: Mr. Basile

Second: Mrs. Wilson

Roll Call: 9 yes, 0 no

- 11. Adopt the following resolution:
 - "BE IT RESOLVED"**
 - a. In Compliance with the Open Public Meetings Act, L. 1975, c. 231, public meetings of the Hanover Township Board of Education shall be held monthly on a Tuesday as indicated on the attached Schedule of Meetings Exhibit A. Said meetings to be held in the Library/Media Center of the Memorial Junior School, 61 Highland Avenue, Whippany,

New Jersey.

- b. Notice of the aforesaid meetings and of all other public meetings hereafter scheduled, whether same be revised or additional meeting dates, shall be given in accordance with the terms of said Act by posting notices on the bulletin board in the foyer of the entrance to the Board Office in the Memorial Junior School, 61 Highland Avenue, Whippany, New Jersey by filing same with the Municipal Clerk and by furnishing same to the Hanover Eagle/Regional Weekly News, Morris County's Daily Record, and The Star-Ledger, which newspapers are hereby designated as having the greatest likelihood of informing the public of such meetings.
- c. Any person who requests that agenda of meetings be mailed to him/her shall prepay to the Secretary of the Hanover Township Board of Education the sum of \$25.00 per year to cover the cost of mailing same, provided, however, that requests for such agenda made by news media, past Board Members, current PTA Presidents, Hanover Township Clerk, Board Secretaries and Superintendents of the regional and member districts, the Hanover Township Education Association, and the Whippanong Library, shall be granted without cost.
- d. This resolution shall take effect immediately and shall be subject to superseding actions by this public body.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 12. Adopt Parliamentary Procedure and Roberts Rules of Order to conduct meetings.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 13. Authorize the School Board Secretary/Business Administrator to pay board obligations between board meetings with said payments being ratified at the next regularly scheduled board meeting.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 14. Authorize the School Board Secretary/Business Administrator to award contracts up to the current bid threshold as set by the Division of Local Government Services and further set the quote threshold at 15% of the bid threshold.

Motion: Mr. Basile **Second:** Mrs. Wilson **Roll Call:** 9 yes, 0 no

- 15. Approve procurement of goods and services through State Contracts, Cooperative Purchasing Agencies and via Shared Services with other local government agencies.

Annual Reorganization Meeting

1/6/22

Motion: Mr. Basile

Second: Mrs. Wilson

Roll Call: 9 yes, 0 no

VII. Public Comments – None

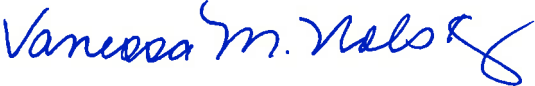
VIII. Adjournment – The meeting adjourned at 7:12 p.m.

Motion: Mr. Basile

Second: Mrs. McSorley

Approved: Unanimous

Respectfully submitted,



Vanessa M. Wolsky
School Business Administrator/
Board Secretary