

BOARD OF EDUCATION  
REORGANIZATION MEETING

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January 7, 2025

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AND PRESENTATIONS

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ADJOURNMENT

Board of Education  
Reorganization Meeting  
January 7, 2025  
7:00 p.m.

The Board Secretary will read the following statement at the beginning of the meeting:

“Ladies and Gentlemen, good evening. This is the annual reorganization meeting of the Board of Education.

Pursuant to New Jersey Statutes and the rules adopted by the Board of Education, notice of this meeting was sent to The Star Ledger and Cablevision of Elizabeth on December 20, 2024. In addition, this notice is posted on the bulletin board in the lobby of the Mitchell Building, 500 North Broad Street, and pursuant to this act, a copy has been filed with the City Clerk of Elizabeth.

There will be a public portion for citizens to address the Board. Participants for the public portion may sign in up to the start of the public speaking so that they may have the opportunity to speak. The sign-in sheet states the name, address, telephone number and reason that the person wants to comment, whether it is an agenda item or a general education comment.”

Secretary calls the roll.

**OPENING CALENDAR**

**January 7, 2025**

**PUBLIC SESSION**

**Swearing in of New Board Members**

**Celebrating Election as Board Members**

**Charlene Bathelus  
Iliana Chevres  
Stephanie Goncalves Pestana**

**Opening of Reorganization Meeting**

**Harold E. Kennedy, Jr., School Business Administrator/Board Secretary**

**Election of Board President**

**Election of Vice President**

ORDER OF BUSINESS

BOARD SECRETARY presides for the First Order of Business

1. ELECTION OF PRESIDENT

- a. Nominations
- b. Motion and Second to close nominations
- c. Roll Call Vote to close nominations
- d. Roll Call Vote for President

ORDER OF BUSINESS

2. PRESIDENT presides for the Second Order of Business and remainder of meeting

ELECTION OF BOARD VICE PRESIDENT

- a. Nominations
- b. Motion and second to close nominations
- c. Roll Call Vote to close nominations
- d. Roll Call Vote for Board Vice President

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Y**BOARD OF EDUCATION****RESOLUTION****APPOINTMENT OF CO-GENERAL COUNSEL**

**WHEREAS**, the Elizabeth Board of Education requires professional legal services; and

**WHEREAS**, the nature of the services to be performed meet the definition of “professional services” as defined by the Public School Contract Law, N.J.S.A. 18A:18A-1, et seq.; and

**WHEREAS**, the Elizabeth Board of Education is authorized by the Public School Contract Law N.J.S.A. 18A:18A-5, to award a professional services contract by the adoption of a resolution at a public meeting, without having to publicly advertise for competitive bids; and

**WHEREAS**, due to the inherent complexity of the legal issues facing school districts in this State, the Elizabeth Board of Education has decided that the appointment of two firms to serve as co-general counsel is necessary to serve the legal interests of the school district; and

**WHEREAS**, the firms that are being appointed have the legal expertise to provide the requested legal services and satisfy the legal definition of “professional services” as the services that they shall perform on the District’s behalf shall be by those persons authorized by law to practice a recognized profession; and

**WHEREAS**, the Elizabeth Board of Education intends for this appointment to commence immediately at its reorganization meeting of January 7, 2025.

**NOW, THEREFORE, BE IT RESOLVED**, that Kologi Simitz, Counselors at Law and LaCorte, Bundy, Varady & Kinsella, Attorneys at Law shall be appointed as Co-General Counsel for the Board of Education for a term that shall commence immediately (January 7, 2025) and until the next reorganization of the Elizabeth Board of Education in January 2026, in accordance with the following rates \$200.00 per hour.

**BE IT FURTHER RESOLVED** that the Board President shall be authorized to execute a contract with Kologi Simitz Counselors at Law and LaCorte, Bundy, Varady & Kinsella, Attorneys at Law in accordance with the terms of this appointment.

**BE IT FURTHER RESOLVED** that these appointments shall be advertised in accordance with the Public School Contract Law, N.J.S.A. 18A:18A-5a(1).

This resolution and related contracts shall be maintained in the file of the Elizabeth School District and shall be made available for public inspection at the offices of the Elizabeth Board of Education.

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Y**BOARD OF EDUCATION****RESOLUTION****INTRODUCTION OF RULES OF GOVERNANCE**

**WHEREAS**, the Elizabeth Board of Education seeks to adopt Policies for the governance of the Board of Education and members therein; and

**WHEREAS**, it is the Board's obligation to oversee operation of the Elizabeth School District through goal setting, policy development and evaluation; to provide financial support for the educational and related programs; and to fulfill such other obligations as are imposed by law; and

**WHEREAS**, the Board believes that the model "Policies" created by the New Jersey School Boards Association clearly define the role and duties of boards of education and are consistent with the requirements of New Jersey Statutes and Regulations, including voting requirements; and

**WHEREAS**, the Board seeks to supplement those "Policies" with Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings.

**NOW, THEREFORE, BE IT RESOLVED** that the Elizabeth Board of Education adopts the policies created by the New Jersey School Boards Association as amended by the Board; and

**BE IT FURTHER RESOLVED** that the Board adopts Robert Rules of Order and the parliamentary procedures defined therein in supplement to these Policies as the official parliamentary procedure manual to be used to conduct meetings.

PUBLIC PARTICIPATION

Citizens may address the Board.

“At this time, the microphones are open for public comment to those who have signed in prior to this session. Each statement made by a participant shall be limited to three minutes in duration. The total time of public comment shall be limited to 60 minutes. No individual is able to yield their time to another individual. All statements shall be directed to the presiding officer; no participant may address or question Board Members individually. Each speaker shall comply in all respects with Board Policy 9322 (copies were provided next to the sign-in sheet)”.

The following rules shall apply:

1. Time limits will be strictly enforced.
2. No personal attacks on individuals or naming of individuals.
3. No vulgar or indecent language.
4. A person may address the Board no more than once during a single meeting.
5. Comments will not be debated.

Any person in violation of the Policy will be warned, and their comments terminated if needed. If such violation continues, this individual may be escorted from the meeting.

“As a reminder this is a meeting of the Board in public, not a meeting of the public.”

“At this time, I close the public comment portion of this meeting.”

**Appointments to Standing Committees** (to be determined at a later date)

**Designation of Representatives**

A. Election of Representatives of Union County Educational Services Commission

B. Other Representative (to be appointed at a later date)

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**BOARD OF EDUCATION**

**RESOLUTION**

**OFFICIAL RESULTS OF THE SCHOOL  
BOARD ELECTION HELD ON NOVEMBER 5, 2024**

**NOW BE IT RESOLVED**, that the Official Results of the School Board Election held on November 5, 2024, have been certified and sent to the Union County Executive Superintendent’s Office in accordance with N.J.S.A. 19:60-1 et seq.

Charlene Bathelus	<b>9,768</b>
Stephanie Goncalves Pestana	<b>11,270</b>
Iliana Chevres	<b>10,332</b>
Maria E. Lorenz	4,992
Write-In	326

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**BOARD OF EDUCATION**

**RESOLUTION**

**DESIGNATION OF OFFICIAL MEDIA SERVICES**

**RESOLVED**, that the media listed below, be officially designated by the Elizabeth Board of Education to receive notices of meetings.

The Star Ledger/NJ.com  
MSG Network  
Optimum  
Luso Americano  
News Record  
La Tribuna Hispana  
TAP Into Elizabeth  
La Voz  
Vistazo Hispano

**BE IT FURTHER RESOLVED**, that the Star Ledger be designated the official newspaper of the Elizabeth Board of Education.

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Y**BOARD OF EDUCATION****RESOLUTION****DESIGNATION OF DEPOSITORIES  
FOR SCHOOL FUNDS**

**RESOLVED**, that in compliance with N.J.S.A. 18A:17-34, the following Depositories are hereby designated wherein shall be kept all school funds of the Board of Education of the City of Elizabeth.

Bank of America/Merrill Lynch, New Jersey  
Capital One  
JP Morgan Chase, New Jersey  
TD Bank, New Jersey  
New Jersey Cash Management Fund  
Northfield Bank, NJ  
Santander Bank, New Jersey  
Wells Fargo, N.A., New Jersey  
Garden State Community Bank  
Citizens Bank  
PNC Bank  
Crown Bank  
Popular Bank  
Webster Bank

**FURTHER RESOLVED**, that the School Business Administrator/Board Secretary acquire and maintain on file a copy of the Community Reinvestment Act Report, Annual Report/Statement of Solvency and Current Rating by a National Rating Service for each approved depository.

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Y**BOARD OF EDUCATION****RESOLUTION****APPOINTMENT OF INSURANCE/HEALTH BENEFITS CONSULTANT**

**RESOLVED**, that the Elizabeth Board of Education appoint Economic Planning Group, 99 Wood Avenue South Suite 201, Iselin, New Jersey, as the Elizabeth Board of Education insurance/health benefit consultant, in an amount not to exceed \$85,000.00.

This contract shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2026.

**BOARD OF EDUCATION****RESOLUTION****APPOINTMENT OF AUDITORS**

**WHEREAS**, the Elizabeth Board of Education requires professional auditing services; and

**WHEREAS**, the nature of the services to be performed meet the definition of “professional services” as defined by the Public School Contract Law, N.J.S.A. 18A:18A-1, et seq.; and

**WHEREAS**, the Elizabeth Board of Education is authorized by the Public School Contract Law N.J.S.A. 18A:18A-5, to award a professional services contract by the adoption of a resolution at a public meeting, without having to publicly advertise for competitive bids; and

**WHEREAS**, there are sufficient funds available for the payment of such professional services within the budget of the Elizabeth School District; and

**WHEREAS**, the Elizabeth Board of Education have decided that the appointment of two firms to serve in an auditing capacity; and

**WHEREAS**, the firms that are being appointed have the professional expertise to provide the requested legal services, as well as are certified to provide auditing and accounting services for school districts in the State of New Jersey; and

**WHEREAS**, the Elizabeth Board of Education intends for this appointment to commence immediately at its reorganization meeting of January 7, 2025.

**NOW, THEREFORE, BE IT RESOLVED** that the Elizabeth Board of Education appoint Suplee, Clooney & Co., Westfield, New Jersey, as the District’s Auditor to provide professional accounting and auditing services related to the District’s Comprehensive Annual Financial Report, as of and for the year ended June 30, 2025, in an amount not to exceed \$206,575.00 plus reimbursable expenses.

**BE IT FURTHER RESOLVED**, that Suplee, Clooney & Co., be authorized to provide consulting services to the Business Office for the additional audit services prescribed by the Governmental Accounting Standard Board reporting requirements, as necessary.

**BE IT FURTHER RESOLVED**, that Lerch, Vinci & Bliss, LLP shall provide accounting, auditing, labor and litigation support for the District for a term that shall commence immediately (January 7, 2025) and until the next reorganization of the Elizabeth Board of Education in January 2026, in accordance with the following rates: \$160.00 per hour, not to exceed a total of \$125,000.00 without further Board approval.

**BE IT FURTHER RESOLVED**, that the Board President shall be authorized to execute contracts with the aforementioned companies, in accordance with the terms of this appointment.

**BE IT FURTHER RESOLVED**, that these appointments shall be advertised in accordance with the Public School Contract Law, N.J.S.A. 18A:18A-5.

This resolution and related contracts shall be maintained in the files of the Elizabeth School District and shall be made available for public inspection at the office of the Elizabeth Board of Education.

These contracts shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2026.

**BOARD OF EDUCATION**

**RESOLUTION**

**APPOINTMENT OF CHIEF MEDICAL INSPECTOR**

**RESOLVED:** That the Elizabeth Board of Education appoint Guillermo Munoz, D.O., as Chief Medical Inspector effective this date on a month to month basis contingent upon submission of documentation of malpractice insurance coverage and execution of a medical service agreement in accordance with the fee schedule on file in the Office of the School Business Administrator/Board Secretary, in an amount not to exceed \$2,100.00 per month.

**BOARD OF EDUCATION**

**RESOLUTION**

**APPOINTMENT OF MEDICAL INSPECTORS**

**RECOMMENDED:** That the Elizabeth Board of Education appoint the below listed doctors as Medical Inspectors effective this date on a month to month basis contingent upon submission of documentation of malpractice insurance coverage and execution of a medical service agreement in accordance with the fee schedule on file in the Office of the School Business Administrator/Board Secretary.

James Perez, M.D.  
Guillermo Munoz, D.O.  
Union County Healthcare Associates, LLC

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**BOARD OF EDUCATION**

**RESOLUTION**

**APPOINTMENT OF TREASURER OF SCHOOL MONIES**

RECOMMENDED: That the Elizabeth Board of Education appoint, Louis C. Mai, CPA and Associates, Treasurer of School Monies, in an amount not to exceed \$54,000.00 annually.

This contract shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2026.

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Y**BOARD OF EDUCATION****RESOLUTION****SCHEDULE OF BOARD MEETINGS**

Resolved, that the setting of the following dates and time for the holding of the public meeting sessions for the ensuing year to be held at 6:30 p.m. in the Auditorium of Donald Stewart Early Childhood Center School No. 51, 544 Pennsylvania Avenue, Elizabeth, NJ 07208, be and is hereby submitted.

**AGENDA/BUSINESS**

January 14, 2025  
February 20, 2025  
March 20, 2025  
April 17, 2025  
May 8, 2025  
June 17, 2025  
July 24, 2025  
August 21, 2025  
September 18, 2025  
October 16, 2025  
November 25, 2025  
December 18, 2025

## BOARD OF EDUCATION

## RESOLUTION

QUALIFYING AND APPOINTING A PUBLIC RELATIONS FIRM TO REPRESENT  
THE ELIZABETH BOARD OF EDUCATION

**WHEREAS**, in order to carry out the business and responsibilities of the Board, the Board has determined that it will require the provision of certain general and specialized consulting and professional services relating to public relations (the “Services”), for the Board commencing January 7, 2025; and

**WHEREAS**, the Board understands that good communication is the basis of any productive and healthy school-community relationship; and

**WHEREAS**, such Services constitute specialized work for which the school district does not possess adequate in-house resources or in-house expertise to conduct and which can only be provided by a public relations company; and

**WHEREAS**, the contracting for such services are exempt from public bidding requirements as an extraordinary unspecifiable service pursuant to N.J.S.A. 18A:18A-5(a)(2); and

**WHEREAS**, the Board Administrator has submitted a Standard Certification Declaration for an Extraordinary Unspecifiable Service (the “Certification”), in form satisfactory to the Board and attached hereto, and has recommended Strategic Message Management, Inc. to be appointed the Board’s Public Relations Firm.

**NOW, THEREFORE, BE IT RESOLVED** by the Elizabeth Board of Education as follows:

1. The aforesaid recitals are incorporated herein as if set forth at length; and
2. **Strategic Message Management, Inc.** (with offices located in Cranford, NJ) is deemed qualified to provide Public Relations Services to the Board of Education for a term to commence January 7, 2025 until the next reorganization meeting of the Elizabeth Board of Education in January 2026.
3. **Strategic Message Management, Inc.** is appointed to be the Board’s Public Relations Firm as assigned by this Board or its designee in accordance with N.J.A.C. 6A:23A-5.2 and Board policy.
4. The Board’s counsel shall prepare a contract for such services to be presented and approved by the Board at its next regular meeting, such contract to provide for an hourly rate of \$150.00 not to exceed \$125,000.00 for the term.

5. The Board Secretary shall promptly cause a brief notice to be placed in an official newspaper, stating the nature, duration, service and amount of the contract, and that a copy of the resolution and contract are on file and available for public inspection in the office of the Board, pursuant to N.J.S.A. 18A:18A-5(a)(2).
6. All previous Resolutions and/or orders and directives of Board employees or officials, which are contrary or inconsistent with the terms of this instant Resolution, are hereby rescinded, repealed and otherwise deemed ineffectual, to the extent of their inconsistency.
7. This Resolution shall take effect immediately.