

BOARD OF EDUCATION
REORGANIZATION MEETING

January 3, 2018

SWEARING IN NEW BOARD MEMEBERS
AND PRESENTATIONS

ORDER OF BUSINESS

BOARD SECRETARY presides for the First Order of Business

1. ELECTION OF PRESIDENT

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

ELECTION OF BOARD VICE PRESIDENT

3. APPOINTMENT OF CO-GENERAL COUNSEL

4. INTRODUCTION OF RULES OF GOVERNANCE

5. PUBLIC PARTICIPATION

6. APPOINTMENTS TO STANDING COMMITTEES (to be determined at a later date)

7. DESIGNATION OF REPRESENTATIVES

- a. Election of Representative of Union County Educational Services Commission
- b. Other Representative (to be appointed at a later date)

8. RESOLUTIONS

- 1 Official Results of School Board Elections
- 2 Designation of Official Media
- 3 Designation of Depositories
- 4 Appointment of Insurance Health Benefits Consultant
- 5 Appointment of Auditors
- 6 Appointment of Chief Medical Inspector
- 7 Appointment of Medical Inspectors
- 8 Appointment of Treasurer of School Monies
- 9 Schedule of Meetings

9. NEW BUSINESS

- 1. Appointment of Superintendent of Schools
- 2. Appointment of Chief of Operations

ADJOURNMENT

OPENING CALENDAR

January 3, 2018

PUBLIC SESSION

Presentation of the Colors

Admiral William F. Halsey, Jr. Health & Public Safety Academy JROTC

Pledge of Allegiance

Ambar Hernandez, 8th grade student
Juan Pablo Duarte – José Julián Martí School No. 28

Star Spangled Banner by Francis Scott Key

Pledge of Ethics

Kamila Villavicencio, 8th grade student
Juan Pablo Duarte – José Julián Martí School No. 28

Performances

“A Cold in my Nose” by Stephen Lawrence

Performed by Juan Pablo Duarte – José Julián Martí School No. 28 Choir

“Noche De Paz” by Franz Gruber

Performed by 1st Grade Students, Juan Pablo Duarte – José Julián Martí School No. 28

Swearing in of New Board Members

Celebrating Election as Board Members

Maria Z. Carvalho
Jerry Jacobs
Rosa E. Moreno Ortega

Opening of Reorganization Meeting

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

Election of Board President

Election of Vice President

Board of Education
Reorganization Meeting
January 3, 2018
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 21, 2017. 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 must sign in one hour prior to the advertised start of the meeting 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.

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 3, 2018.

NOW, THEREFORE, BE IT RESOLVED, that Mr. Jonathan Williams, Esq. of DeCotiis, FitzPatrick & Cole, LLP and Mr. Robert F. Varady, Esq. of LaCorte, Bundy, Varady & Kinsella shall be appointed as Co-General Counsel for the Board of Education for a term that shall commence immediately (January 3, 2018) and until the next reorganization of the Elizabeth Board of Education in January 2019, in accordance with the following rates \$175.00 per hour.

BE IT FURTHER RESOLVED that the Board President shall be authorized to execute a contract with DeCotiis, FitzPatrick & Cole, LLP and LaCorte, Bundy, Varady & Kinsella 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.

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 for the first reading the policies created by the New Jersey School Boards Association; 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. I shall call individuals to the microphone based on the order of the sign-in. 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. The following rules for public participation shall apply:

1. Time limits will be strictly enforced;
2. No personal attacks on individuals;
3. No vulgar or indecent language;
4. A person may address the Board no more than once during a single meeting;
5. Speakers should refrain from naming individuals;
6. Comments or questions posed during public participation will not be debated.

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.”

BOARD OF EDUCATION
COMMITTEES AND OUTSIDE ASSIGNMENTS

STANDING COMMITTEES

Educational Management
Finance and Accounting
Legal Committee
Negotiations Committee
School Properties

REPRESENTATIVES

New Jersey School Boards Association
Union County Educational Services Commission
Union County School Boards Association
Urban School Boards Association

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Y**BOARD OF EDUCATION****RESOLUTION****OFFICIAL RESULTS OF THE SCHOOL
BOARD ELECTION HELD ON NOVEMBER 7, 2017**

NOW BE IT RESOLVED, that the Official Results of the School Board Election held on November 7, 2017, 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.

Christina Moreira	2354
Paul Perreira	2266
Ricky Castaneda	1231
Jerry Jacobs	4401
Armando Da Silva	1826
Maria Z/. Carvalho	5103
Rosa E. Moreno Ortega	4302
Sima Farid	994

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Y**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
MSG Network
Cablevision of Elizabeth
Luso Americano
News Record
La Tribuna Hispana
24 Horas
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
Investors Bank
PNC Bank
Crown Bank
Banco Popular

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 CONSULTANT**

RESOLVED, that the Elizabeth Board of Education appoint Economic Planning Group., 333 Thornall Street, Suite 9B, Edison, New Jersey, as the Elizabeth Board of Education insurance/health benefit consultant, in an amount not to exceed \$75,000.00.

This contract shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2019.

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 legal 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 3, 2018.

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, 2018, in an amount not to exceed \$132,000.00 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 & Higgins, LLP shall provide budgetary, financial accounting, labor negotiations and litigation support services for the District for a term that shall commence immediately (January 3, 2018) and until the next reorganization of the Elizabeth Board of Education in January 2019, in accordance with the following rates: \$140.00 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 2019.

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 \$1,995.00 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.

Francisco Munoz, M.D.
James Perez, M.D.
Guillermo Munoz, D.O.

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Y**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 \$46,000.00 annually.

This contract shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2019.

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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 agenda meeting sessions for the ensuing year to be held at 5:30 p.m. and the public business meeting sessions for the ensuing year to be held at 6:30 p.m. in the Multipurpose Room of the Donald Stewart Center for Early Childhood Education, 544 Pennsylvania Avenue, Elizabeth, New Jersey 07207, be and is hereby submitted.

AGENDA MEETING

January 8, 2018
 February 12, 2018
 March 12, 2018
 April 9, 2018
 May 7, 2018
 June 4, 2018
 July 9, 2018
 August 6, 2018
 September 5, 2018
 October 10, 2018
 November 7, 2018
 December 3, 2018

BUSINESS MEETING

January 18, 2018
 February 15, 2018
 March 15, 2018
 April 19, 2018
 May 10, 2018
 June 14, 2018
 July 19, 2018
 August 16, 2018
 September 13, 2018
 October 18, 2018
 November 15, 2018
 December 13, 2018

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Y**BOARD OF EDUCATION****RESOLUTION****APPOINTMENT OF SUPERINTENDENT OF SCHOOLS**

WHEREAS, the Elizabeth Board of Education desires to continue to employ Olga Hugelmeyer as its Superintendent of Schools; and

WHEREAS, Olga Hugelmeyer has agreed to continue as Superintendent of Schools.

NOW, THEREFORE, BE IT RESOLVED that the Elizabeth Board of Education hereby appoints Olga Hugelmeyer as its Superintendent of Schools effective July 1, 2018 for a term of three (3) years expiring on June 30, 2021 at an annual salary of \$210,000, and subject to the remaining terms of a contract of employment including merit increases as provided for by code which is subject to approval by the Commissioner of Education and County Superintendent of Schools and subsequent approval by the Elizabeth Board of Education prior to conclusion of her current term of employment.

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Y**BOARD OF EDUCATION****RESOLUTION****APPOINTMENT OF CHIEF OF OPERATIONS**

WHEREAS, the Elizabeth Board of Education desires to employ Francisco J. Cuesta as its Chief of Operations; and

WHEREAS, Francisco J. Cuesta has agreed to undertake the role of Chief of Operations.

NOW, THEREFORE, BE IT RESOLVED that the Elizabeth Board of Education hereby appoints Francisco J. Cuesta as its Chief of Operations effective immediately for 2018 at a salary of \$180,000.00.

BE IT FURTHER RESOLVED, that the Board President and Board Secretary are authorized and directed to execute the Chief of Operations contract on behalf of the Board of Education.