

BOARD OF EDUCATION
REORGANIZATION MEETING

AGENDA INDEX

January 3, 2024

SWEARING IN NEW BOARD MEMBERS
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
7. DESIGNATION OF REPRESENTATIVES
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
- 10 Qualifying and Appointing Public Relations Firm – Strategic Message Mgt.

Benediction

Pastor Pierre Erick Charles
Peniel Church of God

ADJOURNMENT

Board of Education
Reorganization Meeting
January 3, 2024
6:00 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 22, 2023. 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 3, 2024

PUBLIC SESSION

Presentation of the Colors

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

Pledge of Allegiance

Star Spangled Banner by Francis Scott Key

Swearing in of New Board Members

Celebrating Election as Board Members

Maria Z. Carvalho

Jerry Jacobs

Rosa Moreno Ortega

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

C
O
P
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, 2024.

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 3, 2024) and until the next reorganization of the Elizabeth Board of Education in January 2025, in accordance with the following rates \$190.00 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.

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 personally signed in prior to the start of the meeting. 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 time limit will be strictly enforced, and audio transmission will be terminated at the end of three minutes. 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.

The presiding officer may: interrupt, warn or terminate a participant’s statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant; request any individual to leave the meeting when that person does not observe reasonable decorum; request the assistance of law enforcement officers in the removal of a disorderly person when that person’s conduct interferes with the orderly progress of the meeting; call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

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

Effective 1-3-24

BOARD OF EDUCATION COMMITTEES

STANDING COMMITTEES

Educational Management

Stephanie Goncalves-Pestana, Chairperson

Maria Carvalho

Rosa Moreno-Ortega

Legal Committee

Stanley Neron, Chairperson

Isaias Rivera

Iliana Chevres

Finance and Accounting

Jerry D. Jacobs, Chairperson

Stephanie Goncalves-Pestana

Stanley Neron

School Properties

Maria Z. Carvalho, Chairperson

Jerry D. Jacobs

Iliana Chevres

SPECIAL COMMITTEES

Negotiations

Jerry D. Jacobs, Chairperson

Stephanie Goncalves-Pestana

Diane Barbosa

Special Education Committee

Iliana Chevres, Chairperson

Diane Barbosa

Isaias Rivera

Designation of Representatives

REPRESENTATIVES

Union County Educational Serv. Commission

Jerry D. Jacobs, Representative

Urban School Boards

Rosa Moreno-Ortega, Representative

Union County School Boards Association

Isaias Rivera, Representative

New Jersey School Boards

Rosa Moreno-Ortega, Representative

C
O
P
Y**BOARD OF EDUCATION****RESOLUTION****OFFICIAL RESULTS OF THE SCHOOL
BOARD ELECTION HELD ON NOVEMBER 7, 2023**

NOW BE IT RESOLVED, that the Official Results of the School Board Election held on November 7, 2023, 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.

Maria Z. Carvalho	4,176
Jerry Jacobs	3,828
Rosa Moreno Ortega	3,864

C
O
P
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.

C
O
P
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
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.

C
O
P
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 2025.

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 3, 2024.

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, 2024, in an amount not to exceed \$199,975.00 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 3, 2024) and until the next reorganization of the Elizabeth Board of Education in January 2025, in accordance with the following rates: \$150.00 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 2025.

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

C
O
P
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 \$50,400.00 annually.

This contract shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2025.

C
O
P
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 5:30 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 25, 2024
February 22, 2024
March 28, 2024
April 18, 2024
May 9, 2024
June 27, 2024
July 25, 2024
August 22, 2024
September 26, 2024
October 24, 2024
November 21, 2024
December 19, 2024

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 3, 2024; 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 3, 2024 until the next reorganization meeting of the Elizabeth Board of Education in January 2025.
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.