

BOARD OF EDUCATION  
REORGANIZATION MEETING

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January 7, 2021

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ADJOURNMENT

Board of Education  
Reorganization Meeting  
January 7, 2021  
6:30 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 using an on-line platform was sent to The Star Ledger and Cablevision of Elizabeth on January 4, 2021. In addition, this notice is posted on the Bulletin Board in the lobby of 500 North Broad Street, and pursuant to this act, a copy has been filed with the City Clerk of Elizabeth, New Jersey.

There will be an on-line public portion for citizens to address the Board. Participants for the public portion must register on-line up to the start of the meeting so that they may have the opportunity to speak. The public participation form states the name and email of the person who wants to comment. Members of the public who prefer not to, or do not have the means to, participate using the on-line platform, may continue to participate by emailing statements relative to agenda items and/or educational matters to the Secretary of the Board at [kennedha@epsnj.org](mailto:kennedha@epsnj.org). All statements received will be read into the record during the Meeting’s Public Comment Portion. All emails must be submitted and received by the Secretary of the Board up to the start of the meeting and, as is always the case must include the public member’s full name for the record. Each statement submitted by a participant shall be limited to three minutes in duration. The total time of public comment shall be limited to 60 minutes. Emails received but not read after the 60 minute duration will be spread in full in the Official Board Minutes of this meeting.

As included in the aforementioned January 4, 2021 public notice of this meeting, the oath of office to the three elected Board Members, Maria Z. Carvalho, Jerry Jacobs, and Rosa Moreno-Ortega was previously administered privately via video streaming technology by persons duly authorized to give oaths. The oath is accompanied by a signed certificate required for swearing into office and seating of elected Board Members and accordingly qualifies each of them to be seated at this meeting. The oath of office and accompanying certificates will be hereby entered into the record of this meeting.”

Secretary calls the roll.

**OPENING CALENDAR**

**January 7, 2021**

**PUBLIC SESSION**

**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, 2021.

**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 7, 2021) and until the next reorganization of the Elizabeth Board of Education in January 2021, 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 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 meeting open for public comment on-line to those who have registered with the on-line participation form prior to this session. I shall call individuals to participate 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.”

“If the 60 minute public comment period expires before all registered on-line participants have been called, remaining participants can email their statements to the Secretary of the Board at [kennedha@epsnj.org](mailto:kennedha@epsnj.org) and they will be spread in full in the Official Board Minutes of this meeting”

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

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Y**BOARD OF EDUCATION****RESOLUTION****OFFICIAL RESULTS OF THE SCHOOL  
BOARD ELECTION HELD ON NOVEMBER 3, 2020**

**NOW BE IT RESOLVED**, that the Official Results of the School Board Election held on November 3, 2020, 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	<b>18566</b>
Jerry Jacobs	<b>16393</b>
Rosa E. Moreno Ortega	<b>17973</b>
Janice Figueroa	7789
Natalie Hernandez	9051
Danielle Fienberg	6900

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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  
Sterling National 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 Edmund A. Palmieri, M.B.A., 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 \$85,000.00.

This contract shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2022.

**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, 2021.

**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, 2021, in an amount not to exceed \$181,975.00 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 & Higgins, LLP shall provide accounting, auditing, labor and litigation support for the District for a term that shall commence immediately (January 7, 2021) and until the next reorganization of the Elizabeth Board of Education in January 2022, 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 2022.

**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 \$48,000.00 annually.

This contract shall be in effect from this date and shall terminate as of the Reorganization Meeting of 2022.

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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 6:30 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 21, 2021  
 February 18, 2021  
 March 18, 2021  
 April 15, 2021  
 May 13, 2021  
 June 10, 2021  
 July 15, 2021  
 August 26, 2021  
 September 23, 2021  
 October 21, 2021  
 November 18, 2021  
 December 16, 2021

## BUSINESS MEETING

January 28, 2021  
 February 25, 2021  
 March 25, 2021  
 April 22, 2021  
 May 13, 2021  
 June 10, 2021  
 July 15, 2021  
 August 26, 2021  
 September 30, 2021  
 October 28, 2021  
 November 18, 2021  
 December 16, 2021

**Be It Further Resolved** that the deadline for submission of items for consideration at an Agenda Meeting and completion of a Proposed Agenda is the last business day prior to the scheduled agenda meeting. The deadline for completion of the agenda in final form for the Business Meeting and delivery of the agenda to Board Members is 72 hours prior to the scheduled start of the meeting. The agenda shall be made available to the public 24 hours prior to the scheduled start of the meeting.

**BOARD OF EDUCATION****RESOLUTION**

**WHEREAS**, born in Cuba, Lourdes Leon immigrated to the United States with her parents in 1971 and settled in Elizabeth, New Jersey, and

**WHEREAS**, Lourdes Leon would eventually embark on a distinguished career of more than 27 years with Elizabeth Public Schools, serving the district as a teacher's aide, vice principal, and principal, and

**WHEREAS**, as principal of the Donald Stewart Early Childhood Center, which she helped open in 2003, Lourdes Leon demonstrated steadfast leadership and guidance by inspiring countless boys and girls during the formative years of their lives to dream big and embrace learning while always giving her best effort to make their dreams a reality, and

**WHEREAS**, following her retirement from Elizabeth Public Schools in 2013, Lourdes Leon was appointed to the City of Elizabeth Mayor's Community Development Advisory Committee, for which she has served as president since 2017, and

**WHEREAS**, Lourdes Leon has also served the greater community as an advisory committee member of Snyder Academy, a center in Elizabeth for art, culture, education, history, and social and economic advancement; as a member of Hispanos Unidos, a non-profit organization that hosts community-focused events to aid and promote the overall needs of the Hispanic community; and as Vice President of Elizabeth Strong, a non-profit charity organization created in 2018 to aid Elizabeth residents in need, and

**WHEREAS**, in 2020, Lourdes Leon became the first Hispanic woman elected to the Union County Board of County Commissioners, for which she will serve a three-year term, and

**WHEREAS**, Lourdes Leon, through these endeavors and others, has exhibited a standard of excellence in motivating the youth of Elizabeth and supporting the residents of Elizabeth and beyond.

**NOW, THEREFORE, BE IT RESOLVED**, that the passion, pride, dedication, and determination which Lourdes Leon has demonstrated in her various roles at Elizabeth Public Schools and in the greater community serve as inspiration to us all.

**BE IT FURTHER RESOLVED**, that the resolution be spread on the official minutes of the Board of Education and a copy of this resolution be presented to Lourdes Leon with the Board of Education's warmest congratulations and gratitude.