

MONTGOMERY TOWNSHIP BOARD OF EDUCATION
Minutes of the Tuesday, January 6, 2015 7:30 P.M. Organization Meeting

These minutes have not been formally approved and are subject to change or modification.

The Montgomery Township Board of Education held an organization meeting on Tuesday, January 6, 2015 in the Upper Middle School auditorium.

ORGANIZATION MEETING

School Election Results

Mr. Venanzi announced the results of the annual election of November 4, 2014.

| <u>Three Candidates (Three-Year Term)</u> | <u>Number of Votes</u> |
|---|------------------------|
| Amy Miller | 2,162 |
| Katherine Powell | 1,565 |
| Minkou Chenette | 1,766 |
| Anne Michaelson | 1,878 |
| Christine Witt | 2,231 |

Board Oath

Newly-elected board members, Ms. Michaelson, Mrs. Miller, and Ms. Witt, all of whom had signed and executed the state required oath for school board members, were sworn into the board by Mr. Venanzi.

Roll Call - The following Board members were present: Sandra Donnay, Dharmesh Doshi, Humberto Goldoni, Nicholas Hladick, Judy Humza, Adelle Kirk-Csontos, Annie Michaelson, Amy Miller and Christine Witt

Also Present: Nancy Gartenberg, Superintendent
Deborah Sarmir, Assistant Superintendent
Thomas M. Venanzi, Business Administrator/
Board Secretary
Annette M. Wells, Associate School Business Administrator/
Assistant Board Secretary
Anjali Ravichandran, Student Representative

Mr. Venanzi then read the following Statement of Open Meeting and Public Participation – In accordance with the State’s Sunshine Law, adequate notice of this meeting was provided by mailing notice of meeting on January 8, 2014 and December 30, 2014. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier News, Princeton Packet, Trenton Times, and The Star Ledger.

Mr. Venanzi then led everyone in the Salute to the Flag.

Mr. Venanzi welcomed all to the organization meeting.

Election of Officers

Acting as temporary chairperson, Mr. Venanzi opened nominations for president of the board of education.

Mr. Doshi nominated Ms. Kirk-Csontos for President.

Mr. Hladick nominated Mr. Goldoni for President. Mr. Goldoni declined the nomination.

A motion was made by Ms. Humza and seconded by Ms. Michaelson to close nominations for president and that one vote be cast for Ms. Kirk-Csontos as president.

Upon call of the roll, the motion carried with six members voting in favor and Ms. Donnay, Mr. Hladick and Ms. Miller voting against.

Mr. Venanzi turned the meeting over to the newly-elected president.

President Kirk-Csontos announced that nominations were open for vice president of the board of education.

Ms. Humza nominated Ms. Michaelson for vice president of the board of education.

Ms. Donnay nominated Mr. Hladick for vice president of the board of education. Mr. Hladick declined the nomination.

Mr. Hladick nominated Mr. Goldoni for vice president of the board of education.

A motion was made by Mr. Doshi and seconded by Mr. Hladick to close nominations for vice president.

Upon call of the roll, Ms. Michaelson was elected vice president of the board of education with five members voting in favor, Mr. Hladick and Ms. Miller voting for Mr. Goldoni and Ms. Donnay and Mr. Goldoni abstaining.

A motion was made by Mr. Doshi and seconded by Ms. Humza that the Board of Education adopt the following resolution:

Appointment of Board Secretary - approve the appointment of Thomas M. Venanzi as Board Secretary and that the Board Secretary is authorized to invest district funds and make all deposits for the district.

Upon call of the roll, the motion carried with eight members voting in favor and Mr. Hladick abstaining.

A motion was made by Mr. Hladick and seconded by Ms. Witt that the Board of Education adopt the following resolution:

Official Newspapers for Publication of Legal Notices - approve the designation of the The Courier News and/or The Star-Ledger as the newspapers to publish legal notices for the Board of Education.

Upon call of the roll, the motion carried with a unanimous vote recorded.

A motion was made by Ms. Humza and seconded by Mr. Doshi that the Board of Education adopt the following resolution:

Official Newspapers for Publication of "Open Public Meeting Law" Notices - approve the designation of The Princeton Packet, The Star-Ledger, The Courier News and The Trenton Times as the newspapers to receive notices of Board of Education meetings under the "Open Public Meetings Law."

Upon call of the roll, the motion carried with a unanimous vote recorded.

A motion was made by Ms. Humza and seconded by Mr. Doshi that the Board of Education adopt the following resolution:

TD Bank and Santander Bank Designated as Bank Depository - adopt the following resolution:

RESOLVED: That TD Bank be designated as the Depository of some of the funds of the Montgomery Township Board of Education in the various accounts for the ensuing year. For investment purposes, other institutions may be used at the discretion of the School Business Administrator. The following accounts are held with TD Bank:

- General
- Payroll
- Agency
- Food Service
- Capital Reserve
- Flexible Spending Account
- Unemployment Trust
- Summer Enrichment Account
- Summer Payroll
- Athletic Account

All Activity Accounts for each School

RESOLVED: That Santander Bank be designated as the Depository of some of the funds of the Montgomery Township Board of Education in the various accounts for the ensuing year. For investment purposes, other institutions may be used at the discretion of the School Business Administrator. The following accounts are held with Santander Bank:

Investment Account
2009 Referendum Account

Upon call of the roll, the motion carried with a unanimous vote recorded.

A motion was made by Ms. Humza and seconded by Mr. Goldoni that the Board of Education adopt the following resolution:

Persons Designated to Sign Checks for the Ensuing Year - adopt the following resolution authorizing check signatures:

RESOLVED: That the general account and food service account in the name of Montgomery Township Board of Education be opened or kept with TD Bank for the deposit in said Bank to the credit of these accounts from time to time of any and all moneys, checks, drafts, notes, acceptances or other evidences of indebtedness, whether belonging to these accounts or otherwise, which may be or thereafter come into its possession, and that the said Bank be and is hereby authorized to make payments from the funds on deposit with it upon and according to the checks, drafts, notes or acceptances of these accounts, to be signed with the following three signatures:

- | | |
|---------------------|----------------------------|
| Adelle Kirk-Csontos | President |
| Thomas M. Venanzi | Secretary |
| Ronald Rossi | Treasurer of School Moneys |

In the event the President is unable to sign, Anne Michaelson, Vice President, will sign the checks.

Check signatures for the Summer Enrichment; Salary Account; and Agency Account: Treasurer of School Moneys

Check signatures for the Flexible Spending Account: Treasurer of School Moneys and School Business Administrator/Board Secretary

Check signatures for School Activity Accounts: Administrator and Secretary

Check signature for Athletic Account: Athletic Director and School Business Administrator/Board Secretary

Upon call of the roll, the motion carried with seven members voting in favor and Ms. Donnay and Mr. Hladick abstaining.

A motion was made by Mr. Hladick and seconded by Ms. Humza that the Board of Education adopt the following resolution:

Regular Board Public Meetings - adopt the attached calendar of Board of Education Meetings. Workshop Meetings will generally be held the second Tuesday of the month beginning at 7:30 p.m. The Business Meeting will generally be held the fourth Tuesday of the month beginning at 7:30 p.m. The meetings will be held in the Media Center of Montgomery Upper Middle School. During July, August and December one Board meeting a month is scheduled (see Page 8).

Upon call of the roll, the motion carried with a unanimous vote recorded.

A motion was made by Ms. Humza and seconded by Mr. Doshi that the Board of Education adopt the following resolution:

Existing Board Policies Adopted for Ensuing Year - adopt the existing policies of the Board of Education for the ensuing year with the understanding that revision of Board policy can be made at any time by Board action.

Upon call of the roll, the motion carried with a unanimous vote recorded.

A motion was made by Ms. Humza and seconded by Mrs. Miller that the Board of Education adopt the following resolution:

Code of Ethics - adopt the New Jersey School Boards Association (NJSBA) Code of Ethics as it appears in the district's policy manual (Bylaws 0142):

NJSBA Code of Ethics for School Board Members

- A. I will uphold and enforce all laws, state board rules and regulations, 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 strive for public schools which can 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 members, 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 matters 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 member, interpret to the staff the aspirations of the community for its schools.
- H. I will vote to appoint the most 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.

Upon call of the roll, the motion carried with a unanimous vote recorded.

President Kirk-Csontos asked the board to approve the committee structure as assignments have not been made yet. President Kirk-Csontos reserved the right to adjust structure if needed. President Kirk-Csontos requested that board members contact her within the next 48 hours to provide their preference for committee assignments. She provided an overview of why the Finance and Budget and Operations and Facilities committees were being recommended to be combined for the upcoming year. Concerns were expressed regarding committee attendance and workload. Discussion ensued on the board committee attendance which carried over to public board meeting attendance. President Kirk-Csontos directed Mr. Venanzi to provide a board meeting attendance record for the past year.

A motion was made by Ms. Humza and seconded by Mr. Doshi that the Board of Education approve the following committee structure for 2015:

- Assessment, Curriculum and Instruction Committee (ACI)
- Operations, Facilities and Finance Committee (OFF)
- Human Resources and Negotiations Committee (HRC)
- Policy Committee
- Ad-Hoc External Affairs/Communications
- Legislative Liaison for the purpose of receiving materials
- Board liaisons to the Montgomery Township PTSA
- Liaison to the Montgomery Township-Rocky Hill Municipal Alliance Committee
- Voting member and alternate to the New Jersey School Boards Association
- Member and alternate to the Executive Committee of the Somerset County School Boards Association

Upon call of the roll, the motion carried with eight members voting in favor and Mr. Goldoni abstaining.

A motion was made by Mr. Doshi and seconded by Mrs. Miller that the Board of Education adopt the following resolution:

Election of Delegate - elect Ms. Humza as delegate to the Somerset County Educational Services Commission and Ms. Michaelson as alternate delegate.

Upon call of the roll, the motion carried with a unanimous vote recorded.

ANNOUNCEMENTS BY THE PRESIDENT

None

ADJOURNMENT

A motion was made by Mr. Goldoni and seconded by Mrs. Miller to adjourn the meeting at 8:05 p.m. Upon call of the question, the motion carried unanimously.

Respectfully submitted,



Thomas M. Venanzi
School Business Administrator/
Board Secretary

APPROVED SCHEDULE OF BOARD MEETINGS

Following is the APPROVED meeting schedule for the Montgomery Township Board of Education for the year 2015. Generally the Board will meet on the second and fourth Tuesday of each month except in those cases where this date is a holiday and schools are closed. Then an alternate day shall be utilized. For the months of July, August, and December one meeting has been scheduled. The meeting place will be the Montgomery Middle School Upper Campus media center. The public portion of the meetings will begin at 7:30 p.m.

APPROVED: At the Montgomery Township Board of Education Organization Meeting of January 6, 2015.

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|---------|-----------------------|--------------------|
| Tuesday | Workshop | January 13, 2015 |
| Tuesday | Business | January 27, 2015 |
| Tuesday | Workshop | February 10, 2015 |
| Tuesday | Business | February 24, 2015 |
| Tuesday | Workshop | March 10, 2015 |
| Tuesday | Business | March 24, 2015 |
| Tuesday | Workshop | April 14, 2015 |
| Tuesday | Business | April 28, 2015 |
| Tuesday | Workshop | May 12, 2015 |
| Tuesday | Business | May 19, 2015 |
| Tuesday | Workshop | June 9, 2015 |
| Tuesday | Business | June 16, 2015 |
| Tuesday | Workshop and Business | July 21, 2015 |
| Tuesday | Workshop and Business | August 18, 2015 |
| Tuesday | Workshop | September 8, 2015 |
| Tuesday | Business | September 15, 2015 |
| Tuesday | Workshop | October 13, 2015 |
| Tuesday | Business | October 20, 2015 |
| Tuesday | Workshop | November 10, 2015 |
| Tuesday | Business | November 24, 2015 |
| Tuesday | Business | December 15, 2015 |
| Tuesday | Organization | January 5, 2016 |