

**Reorganization Meeting 6pm (Thursday, January 4, 2024)**

*Generated by Tina Loder on Friday, January 5, 2024*

Ms. Conroy Board Secretary called the meeting to order at 6:04pm

**Open Public Meeting Statement**

Adequate notice of this meeting has been provided to two newspapers, posted on the bulletin board of City Hall and on the doors of the three schools are required in the Open Public Meeting Act, Chapter 231, P.L. 1975 and as amended by P.L. 2020, c11.

**Report of Election Results - Board Members**

Election Results for Board of Education Members beginning January 1, 2024, as certified by the Atlantic County Clerk's Office:

3 Year Terms	
Judson O. Moore	1655
Kathleen D. Dolton	1741
Nicholas Wagner	1778

**Oath of Office Administered to Members Elect by the Board Secretary**

REQUIRED OATHS FOR SCHOOL BOARD MEMBERS (Pursuant to N.J.S.A. 18A:12-2.1 and N.J.S.A. 41:1-1 and 1-3)

I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.\*

I, \_\_\_\_\_, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, and that I am not disqualified as a voter pursuant to R.S. 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J.S. 18A:12-1, and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability So help me God.\*

Sworn and subscribed to before me this 6th day of January, 2022.

\_\_\_\_\_ (Authorized Signature)

\_\_\_\_\_ (Signature of Board Member)

Flag Salute was led by Mr. Christopher Kobik

**Roll Call:**

Members Present: Karen Tomasello, Dr. Kathleen Dolton, Staci Endicott, Judson Moore, Dr. Alice Myers, Heather Samuelson, Nicholas Wagner

Members Absent: Mr. John Conover

Others Present: Christopher Kobik, Superintendent of Schools, Mrs. Amy Houck-Elco, Board Solicitor, Mrs. Mary Conroy, Business Administrator/Board Secretary

**Temporary Chair**

Motion was made by Mrs. Samuelson, seconded by Dr. Myers to appoint Mary Conroy, Board Secretary, as Temporary Chair to conduct school board officer elections. Motion was carried with a roll call vote of 7-0

**NOMINATIONS/ELECTION OF OFFICERS**

Nominations for Board President

Mrs. Conroy asked for nominations for the office of President to the Somers Point Board of Education. Nomination of Mrs. Staci Endicott for office of President, made by Mrs. Heather Samuelson. Mrs. Conroy Asked for other nominations for the office of President to the Somers Point Board of Education. No other nominations were given.

Election of Board President

Motion was made by Mrs. Samuelson, seconded by Dr. Dolton to elect President of the Somers Point Board of Education for the 2024 Calendar year per roll call vote for per nominated candidate. Motion was carried with a roll call vote of 7-0

Karen Tomasello- YES

Dr. Kathleen Dolton- YES

Staci Endicott- YES

Judson Moore-YES

Dr. Alice Myers-YES

Heather Samuelson-YES

Nicholas Wagner-YES

Meeting turned over to Board President

Nominations for Board Vice-President

Board President asked for nominations for the office of Vice President to the Somers Point Board of Education. Nomination of Mrs. Heather Samuelson for office of Vice President, made by Mrs. Staci Endicott. Board President Asked for other nominations for the office of Vice President to the Somers Point Board of Education. No other nominations were given.

Election of Board Vice-President

Motion was made by Mrs. Endicott, seconded by Dr. Dolton to elect Vice President of the Somers Point Board of Education for the 2024 Calendar year per roll call vote for per nominated candidate. Motion was carried with a roll call vote of 7-0

Karen Tomasello- YES

Dr. Kathleen Dolton- YES

Staci Endicott- YES

Judson Moore-YES

Dr. Alice Myers-YES

Heather Samuelson-YES

Nicholas Wagner-YES

**REORGANIZATION INFORMATION**

Motion was made by Mrs. Samuelson, seconded by Mr. Moore to approve item A. Motion was carried with a roll call vote of 7-0

A. Board of Education Meeting Dates for Calendar Year 2024

**PUBLIC NOTICE**

**2024 REGULAR MEETINGS**

**SOMERS POINT BOARD OF EDUCATION**

In accordance with the "Open Public Meeting Act" P.L. 1975 C321, this is a notice of the 2024 Calendar Year Regular Meetings of the Somers Point Board of Education to be held at the following dates and locations, Somers Point, New Jersey. All meetings will be held at Jordan Road School.

The board will meet at 7:00 P.M. Any revisions or additions to the meeting schedule will be posted separately. In View of the Covid-19 Pandemic and Social Distancing practices, all meetings will be held as in person in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and as amended by P.L.2020, c.11.

<b>Date</b>	<b>Location</b>
January 18, 2024	Jordan Road School
February 15, 2024	Jordan Road School
March 21, 2024	Jordan Road School
April 18, 2024 (Regular and Public Budget Hearing)	Jordan Road School
May 16, 2024	Jordan Road School
June 20, 2024	Jordan Road School
No July Meeting	
August 15, 2024 (Board Retreat)	Jordan Road School
September 19, 2024	Jordan Road School
October 17, 2024	Jordan Road School
November 21, 2024	Jordan Road School
No December Meeting	
January 7, 2025 (Reorganization Meeting)	Jordan Road School

## B.Code of Ethics

Motion was made by Dr. Myers, seconded by Mrs. Samuelson to approve that the Somers Point Board of Education members hereby acknowledges receipt of, and understands, the aforementioned Code of Ethics for School Board members as outlined in 18A:12-24-1. Motion was carried with a roll call vote of 7-0

## CODE OF ETHICS

BE IT RESOLVED, in accordance with N.J.S.A. 18A: 12-24.1 the members of the Somers Point Board of Education shall abide by the following Code of Ethics for School Board Members:

I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.

I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.

I will confine my board action to policy making, 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.

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.

I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.

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.

I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.

I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.

I will support and protect school personnel in proper performance of their duties.

I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution (P.L. 2001, c.178, s.5).

Karen Tomasello- YES

Dr. Kathleen Dolton- YES

Staci Endicott- YES

Judson Moore-YES

Dr. Alice Myers-YES

Heather Samuelson-YES

Nicholas Wagner-YES

## Board of Education Representatives

Motion was made by Mr. Moore, seconded by Dr. Myers to approve item C. Motion was carried with a roll call vote of 7-0

Appoint the following representatives of the Somers Point Board of Education: Atlantic County School Board Association: Delegate - Mrs. Staci Endicott Alternate: No one chosen New Jersey School Board Association: Delegate - Mrs. Samuelson Alternate: No one Chosen

## Appointments

Motion was made by Mrs. Samuelson, seconded by Dr. Myers to approve item A. Motion was carried with a roll call vote of 7-0.

### A. Annual Appointments

Approve the following appointments for the 2024 year:

- New Jersey School Safety Specialists Christopher Kobik, Interim Superintendent of Schools and Timothy Williams, School Safety Officers, as safety specialists.

- Public Agency Compliance Officer (P.A.C.O.) and Custodian of School Funds- Mary Conroy, Business Administrator/Board Secretary as Public Agency Compliance Office (PACO) and Custodian of School Funds.

- Adoption of Official Seal of the District, which is in the possession of Mary Conroy, Business Administrator/Board Secretary

- Custodian of School Records- Mary Conroy, Business Administrator/Board Secretary, as custodian of School Records

- Purchasing Agent – Mary Conroy, Business Administrator/Board Secretary, and to award contracts up to the bid threshold and to set the quote threshold at 15% of the bid threshold amount, as required in 18A: 18-3.

- Authorization to Advertise for Bids – Mary Conroy, Business Administrator/Board Secretary to advertise for bids for supplies, equipment and services over the bid threshold of \$44,000 pursuant to N.J.S.A. 40A: 11-3a

- Safety & Health Designee – Mary Conroy, Business Administrator/Board Secretary

- Authorization to Invest Surplus Monies -Motion to authorize Mary Conroy, Business Administrator/Board Secretary

- Affirmative Action Officer and Chief Equity Officer - Ted Pugliese, Principal and an alternate as needed, designated by Superintendent of Schools

- 504 Compliance Officer and ADA Coordinator - Laura Venello, Ed. D., Supervisor of Pupil Personnel Services

- Substance Awareness Coordinator (SAC) Joseph Schmidt

- Anti-Bullying Coordinator and Specialists - Ted Pugliese, Principal, District Anti-Bullying Coordinator, Jim Scarano, as the Anti-Bullying Specialist for Jordan Road School and Julie Antell as the Anti-Bullying Specialist for the Dawes Avenue School.

- Title / NCLB Coordinator - Laura Venello, Ed.D., Supervisor of Pupil Services

- Indoor Air Quality Designees – Keith Nelson, Timothy Johnson (alternate) and Jeffrey Kendall (alternate)

- Asbestos Management Officer – Keith Nelson

- Integrated Pest Management Coordinator – Keith Nelson



- Hazard Communication Program Coordinator (Right to Know Officer) – Keith Nelson

- Chemical Hygiene Officer – Keith Nelson

- District Coordinator of Special Education Medicaid Initiatives (SEMI) – Laura Venello, Ed.D., Supervisor of Pupil Services

- Bank Reconciliation- Emily Echevarria, Payroll Specialist, as board designee, Mary Conroy, Business Administrator/Board Secretary as needed

- District Approved Insurance/Tax Deferred Savings Plans - reaffirm the Board’s right to approve all insurance and tax savings plans not to exceed four (4) plans be administered by the District annually as follows: Tax Plans - Lincoln Investments, Siracusa, AXA Equitable, NY Life: Insurance Plans - Prudential (disability) Insurance of America, and AIG (disability) American General Life.

- Wage Works and Aflac – Aflac Wingspan Cafeteria Plan & Wage Works Flexible Spending Account Plan to enable a Flexible Spending Account (FSA) for Unreimbursed Medical and Dependent Day Care to comply with NJ Pensions Law Chapter 78 at no additional out-of-pocket expenses.

- Designation of Official Depository -

Resolved, that Republic Bank be designated as the Official Depository according to N.J.S.A. 18A:17-34; and

Resolved, to appoint and designate the following signatories for the following accounts currently with Republic Bank:

Account	Signatories	Number of Required Signatures
General Checking	President or Vice President	3
	Business Administrator	
	Superintendent President or Vice President	
Capital Project	Business Administrator	2
	Superintendent	
Payroll	Business Administrator	2

Payroll Agency	Superintendent Business Administrator	2
Student Activity	Superintendent Business Administrator	2
State Unemployment	Business Administrator	2
Insurance Trust Fund FSA Cafeteria Plan	Superintendent Business Administrator	2
Wage Works	Superintendent	2

And Be It Further Resolved, that the following be approved as official depository(s) for investment of idle funds periodically in Certificates of Deposits; Republic Bank NJ/ARM.

Motion was made by Mrs. Samuelson, seconded by Dr. Dolton to approve item B. Motion was carried with a roll call vote of 7-0

#### B. Adoption of Official Newspapers

Authorize the Press of Atlantic City and the Current to be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2024 year.

#### **PUBLIC FORUM**

##### A. Guidelines for Public Forum

Public participation will be in accordance with District Policy #0167. Public participation will include, but not be limited to the following rules: a participant of the public will present his/her name, place of residence, and group affiliation if appropriate. Each participant will be limited to three (3) minutes per statement and the overall duration of the public comments shall not exceed 30 minutes.

## B. Meeting Open to the public

President Staci Endicott opened the meeting to the public at 6:45pm and closed the meeting to the public at 6:46pm

- No Comments

## **BOARD FORUM**

### A. Board Forum

- Dr. Myers welcomed the new members and thanked Mr. Kobik
- Mr. Moore made a comment about how it was hard to hear in the cafeteria and if the blower could be turned off during the meetings. Mr. Moore also suggested moving the public closer to the board members so they aren't so far away.
- Dr. Dolton thanked Staci and Heather for their roles as President and Vice President

## **ADJOURNMENT**

Motion was made by Mr. Moore, seconded by Mrs. Samuelson to adjourn the January 4, 2024, Reorganization Meeting of the Somers Point Board of Education at 6:51pm. All in Favor.

Respectfully Submitted,

Mary Conroy  
Business Administrator/Board Secretary