

JANUARY 5, 2017

REORGANIZATION MEETING BOARD OF EDUCATION

THURSDAY, JANUARY 5, 2017- 7:00 O'CLOCK P.M.

GLOUCESTER CITY JR. SR. HIGH SCHOOL MEDIA CENTER

**OPENING STATEMENT:** Opening Public Meetings Act  
Presiding: Margaret M. McDonnell, Board Secretary

This meeting is being held in accordance with the Open Public Meetings Act. Notice of this meeting has been posted on the district website and published through written notice on the official school bulletin board at the Gloucester City Jr. Sr. High School Media Center, and at Mary Ethel Costello School, and through written notice to the Gloucester City News, the Courier Post, and the Gloucester City Clerk.

**FLAG SALUTE**

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**ELECTION RESULTS**

1. The Secretary announces the results of the Annual School Board Election of November 8, 2016

THE RESULTS OF THE ANNUAL SCHOOL BOARD ELECTION OF November 8, 2016 ARE AS FOLLOWS:

- \* To elect three (3) Members of the Board of Education for a three (3) year term:

FOR THE THREE (3) YEAR TERM:

Leon D. Harris, Jr.	<u>1528 Votes</u>
Edward C. Hubbs	<u>1289 Votes</u>
Shawn Spotts	<u>1065 Votes</u>

2. The Oath of Office is administered to newly elected board members:  
**Leon D. Harris, Jr., Edward C. Hubbs, Shawn Spotts.**
3. Meeting is Called to Order.

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ROLL CALL:           Mrs. Borger           Present  
                          Mrs. Cohan           Present  
                          Mr. Dolson           Present  
                          Mr. Driscoll          Present  
                          Mr. Harris           Present  
                          Mr. Hubbs            Present  
                          Mr. Johnson          Absent  
                          Mr. Spotts           Present  
                          Mrs. Wright          Present  
                          Brooklawn Rep.

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**OFFICER AND DELEGATE NOMINATIONS**

On the Motion by Mrs. Borger, seconded by Mrs. Cohan to nominate **MR. EDWARD C. HUBBS** for school board president.

**RCV# 1** –       7 votes yes, 2 members absent, 1 member abstained.  
                          Motion approved.

**MR. EDWARD C. HUBBS**, is declared President, chair is turned over to the new president.

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On the Motion of Mrs. Borger, seconded by Mrs. Wright to nominate **MRS. STEPHANIE COHAN** for board vice president.

**RCV# 2** –       7 votes yes, 2 members absent, 1 member abstained.  
                          Motion approved.

**MRS. STEPHANIE COHAN** is declared Vice President.

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Upon the Superintendent’s recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following **Official Appointments and Professional Services:**

**RCV #3**       8 votes yes, 2 members absent. Motion approved.

**OFFICIAL APPOINTMENTS AND PROFESSIONAL SERVICES**

Upon the Superintendent recommendation approval of the following official appointments and professional service providers for the balance of the 2016-2017 school year:

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1. Official Depositories of District Funds PNC Bank  
TD Bank

2. Authorized Check Signers for Accounts:

<u>Account Name</u>	<u>Required Signatures</u>	<u>Authorized Signers</u>
General Account	1. President or Vice President 2. Treasurer 3. Business Admin.	Edward Hubbs Stephanie Cohan Frank Robertson Margaret McDonnell
Investment Acct.	1. Business Admin.	Margaret McDonnell
Payroll Account	1. Treasurer	Frank Robertson
Social Security/ Pension Account	1. Treasurer	Frank Robertson
Government Employees Trust Account	1. Business Admin.	Margaret McDonnell
Cafeteria	1. President or Vice Pres., 2. Business Admin.	Edward Hubbs Stephanie Cohan Margaret McDonnell
MEC School Student Activities	1. President 2. Treasurer 3. Business Admin.	Edward Hubbs William O'Kane Margaret McDonnell
GC High School Student Activities	1. President 2. Treasurer 3. Business Admin.	Edward Hubbs Sean Gorman Margaret McDonnell

3. Official Newspapers: Gloucester City News  
Courier Post

4. Treasurer of School Monies: Frank Robertson

5. School Board Secretary: Margaret M. McDonnell

6. 504 Officer: Amy Francis

7. Affirmative Action Officer: Dr. Elizabeth Curry

8. Civil Rights Officer: Dr. Elizabeth Curry

9. Public Agency Compliance Officer: Margaret M. McDonnell

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| 10. | <u>Solicitor:</u>  | Parker McCay                                     |
| 11. | <u>Auditor:</u>  | Bowman & Company, LL                             |
| 12. | <u>Architect:</u>  | Regan Young England Butera                       |
| 13. | <u>Medical Inspector:</u>  | Dr. Carl Vitola                                  |
| 14. | <u>Insurance Broker of Record-<br/>General:</u>  | Conner Strong                                    |
| 15. | <u>Insurance Broker of Record-<br/>Dental:</u>   | Brown & Brown<br>Benefit Advisors                |
| 16. | <u>Qualified Purchasing Agent:</u><br>And establish the bid threshold at<br>\$40,000. pursuant to NJSA18A:18A-3a | Margaret M. McDonnell                            |
| 18. | <u>Custodian of Records:</u>   | Margaret M. McDonnell                            |
| 19. | <u>Special Education Transportation;</u><br><u>Vocational Transportation;</u><br><u>And PL 192-193 Services:</u> | Camden County Educational<br>Services Commission |
| 20. | <u>Camden County Educational<br/>Commission Representative:</u>  | Joseph Rafferty, Superintendent                  |

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Upon the Superintendent's recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following Board Policies and Procedures:

**RCV#4** 8 votes yes, 2 members absent. Motion approved.

### **BOARD POLICIES AND PROCEDURES**

The Superintendent recommends approval of the following Board Policies and Procedures for the balance of the 2016-2017 school year:

1. Approve board compliance with the **Open Public Meetings Act:**

WHEREAS, the New Jersey Open Public Meetings Act, Chapter 231 of the Laws of 1975, requires adequate notice of all public meetings and specified the manner in which the same shall be accomplished and requires the publication of the time, date and place of said meetings; THEREFORE, BE IT RESOLVED by the Board of Education of the City of Gloucester City,

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in the County of Camden and the State of New Jersey, that the Notice attached hereto and made a part hereof, shall be published by the Secretary in the ***GLOUCESTER CITY NEWS AND THE COURIER POST*** and posted by the Secretary in accordance with said Act and given to any person requesting same in accordance with said Act.

2. Approve the following Notice and Schedule of Board of Education Meetings for 2016-2017 year:

NOTICE OF ANNUAL SCHEDULE OF REGULAR AND EXECUTIVE SESSION MEETINGS OF THE BOARD OF EDUCATION OF GLOUCESTER CITY.

Notice is hereby given by the Board of Education of the City of Gloucester City, Camden County, New Jersey, that the caucus and regular monthly meetings of the Board of Education shall be held at 7:00 o'clock P.M., prevailing time, on the following dates. All meetings will be held at the Gloucester City Jr. Sr. Media Center, 1300 Market Street, Gloucester City, New Jersey.

*Board Caucus*  
February 9, 2017  
March 9, 2017  
April 6, 2017  
May 4, 2017  
June 8, 2017

*Board Meeting*  
February 14, 2017  
March 14, 2017  
April 11, 2017  
May 9, 2017  
June 13, 2017

The reorganization meeting of the Board of Education shall be held at the foresaid place January 4, 2018, at which time formal action will be taken on any and all business required to reorganize the Board of Education and any other business brought before the Board.

Notice is further given that Caucus Meetings of said Board of Education shall be held throughout the year of at the same time, dates, and place set forth above, and at which Executive Session meetings any and all business of, and any matters involving the Board of Education may be discussed, but no formal action shall be taken.

Members of the public are cordially invited to attend any or all of the aforesaid meetings or Caucus Sessions of the Board of Education

3. Adopt all existing policies, rules, and regulations of the Gloucester City Board of Education.

4. Adopt the Board Member Code of Ethics

1. 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.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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 members, interpret to the staff the aspirations of the community for its schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. 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.

<i>Board Members</i>	<b>RCV #1</b>	<b>RCV #2</b>	<b>RCV #3</b>	<b>RCV #4</b>
Mrs. Borger	Y	Y	Y	Y
Mrs. Cohan	Y	A	Y	Y
Mr. Dolson	Y	Y	Y	Y
Mr. Driscoll	Y	Y	Y	Y
Mr. Harris	Y	Y	Y	Y
Mr. Johnson				
Mr. Spotts	Y	Y	Y	Y
Mrs. Wright	Y	Y	Y	Y
Mr. Hubbs	A	Y	Y	Y
Brooklawn Rep.	-	-	-	-

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**ADJOURNMENT**

TIME: 7:10 PM

This meeting was adjourned on the Motion of

Mrs. Borger, seconded by Mrs. Cohan.

Motion was passed unanimously by members present.

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Margaret M. McDonnell, Secretary