

**FINAL SUMMARY MINUTES – REORGANIZATION MEETING – April 27, 2010
ELMWOOD PARK BOARD OF EDUCATION
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The Annual Reorganization Meeting of the Elmwood Park Board of Education was held on Tuesday, April 27, 2010, at 8:05 P.M. in the Memorial High School Media Center.

Present were: Sandra Balistrieri, Michael Bufis, Douglas DeMatteo, Claire Kalinowski, Arlene Rudmann, and Lori Sproviero, and newly re-elected members, Jennifer Pellegrine, Keith Cannizzo, and Louise Gerardi. Mayor Richard Mola was also present to administer the oaths of office.

The meeting was opened with a prayer seeking divine guidance in the deliberation of the school trustees that evening followed by the Pledge of Allegiance to the Flag, and the reading of the Statement of Compliance, which is hereby incorporated. “The Annual Reorganization Meeting of the Elmwood Park Board of Education has been scheduled for Tuesday, April 27, 2010, at 8 P.M. in the Memorial High School Media Center”.

William P. Moffitt, Board Secretary/Business Administrator, announced the results of the recent Annual School Election, a copy of which is attached hereto.

Plaques were presented to board members, Jennifer Pellegrine, Keith Cannizzo, and Louise Gerardi. Plaques were also presented to Sandra Balistrieri, the outgoing Board President and Keith Cannizzo, the outgoing Board Vice-President.

Newly re-elected members Jennifer Pellegrine, Keith Cannizzo, and Louise Gerardi were sworn in by Mayor Richard Mola.

Item 11

Board Secretary, William P. Moffitt, called for nominations of President.

Nomination of President

Motion of Mr. Bufis, which was Seconded by Mr. Cannizzo, as to item 11, Nomination of President.

Vote: The above motion was carried by a vote of five (5) ayes and four (4) nays (Mrs. Balistrieri, Mr. DeMatteo, Mrs. Kalinowski, Mrs. Rudmann.

BE IT RESOLVED: that **JENNIFER PELLEGRINE** be elected to serve as **PRESIDENT** of the Elmwood Park Board of Education commencing April 27, 2010, and terminating at the last meeting prior to the Reorganization Meeting of 2011.

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Item 13

Motion of Mr. DeMatteo, Seconded by Mrs. Balistrieri, as to item 13, Nomination of Vice-President.

Vote: Approved unanimously by roll call vote of the members present.

Nomination of Vice President

BE IT RESOLVED: that **ARLENE PERNA RUDMANN** be elected to serve as **VICE PRESIDENT** of the Elmwood Park Board of Education commencing April 27, 2010 and terminating at the last meeting prior to the Reorganization Meeting of 2011.

Item 14

Signature of President and Vice-President

Motion of Mr. Bufis, Seconded by Mrs. Sproviero, as to item 14, Signature of President and Vice-President.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that JENNIFER PELLEGRINE, duly elected **PRESIDENT** of the Elmwood Park Board of Education, and ARLENE PERNA RUDMANN, duly elected **VICE-PRESIDENT** of the Elmwood Park Board of Education be and are hereby authorized to sign all such school warrants as shall be approved by the Board of Education, and to execute such other instruments requiring the signature of the **PRESIDENT** and **VICE-PRESIDENT** of the Board of Education.

Item 15

Designation of Board Meeting Time and Place

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 15, Designation of Board Meeting Time and Place.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the Elmwood Park Board of Education designate the **fourth Tuesday** of each month as its Work Meeting and Regular Meeting day. All Work Meetings are to be held at

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6:30 p.m. in the Memorial High School Teachers' Faculty Room, and all Regular Meetings are held at 8 p.m. in the Memorial High School Media Center, or in other locations as announced and posted.

Item 16

Designation of Banks as Depositories

Motion of Mr. Bufis, Seconded by Mrs. Gerardi, relative to item 16, Designation of Banks as Depositories, as amended.

Vote: Approved, as amended, by roll call vote of the members present.

BE IT RESOLVED: that the Board of Education designates the following banking depositories for district accounts and/or investments:

BE IT FURTHER RESOLVED: that the banks be notified with respect to the signatories as listed below:

VALLEY NATIONAL BANK

General Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Jennifer Pellegrine, President or

Arlene Rudmann, Vice President

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Payroll Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Jennifer Pellegrine, President or

Arlene Rudmann, Vice President

Payroll Agency Account

One of the following signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Athletic Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Jennifer Pellegrine, President or

Arlene Rudmann, Vice President

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Student Activity Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Jennifer Pellegrine, President or

Arlene Rudmann, Vice President

Food Service Account

One signature required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

BE IT FURTHER RESOLVED:

that the Business Administrator be authorized to invest surplus funds of the Board of Education from time to time as appropriate; and

BE IT FURTHER RESOLVED:

that such investments be reported to the Board of Education at its next scheduled meeting.

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Item 17

Designation of Newspapers for Advertisements

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 17, Designation of Newspapers and Advertisements.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the Board of Education hereby designates the following as official newspapers in which to insert any legal advertisements of the Board of Education:

THE RECORD
THE HERALD NEWS
THE COMMUNITY NEWS (formerly the Shopper)
THE STAR LEDGER

BE IT FURTHER RESOLVED: that the Board Secretary has the authorization to insert legal ads in any one of the newspapers depending upon the legal requirements and cost of said ads.

Item 18

Adoption of Code of Ethics for School Board Members

Motion of Mr. Bufis, Seconded by Mr. Cannizzo, as to item 18, Adoption of Code of Ethics for School Board Members.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the board of education hereby adopts the Code of Ethics for School Board Members and authorizes the board secretary/business administrator to reflect in the minutes that a discussion transpired in regard to the school Ethics Act as required and attached.

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Item 19

Adoption of Governance Manual

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 19, Adoption of Governance Manual.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the Elmwood Park Board of Education hereby adopts the current **GOVERNANCE MANUAL** as the policies for the district.

Item 20

**Appointment of Board Secretary/Business Administrator/
Purchasing Agent**

Motion of Mr. Cannizzo, Seconded by Mrs. Balistrieri, as to item 20, Appointment of Board Secretary/Business Administrator/Purchasing Agent.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that **WILLIAM P. MOFFITT** be appointed as **Board Secretary/Business Administrator** commencing July 1, 2010 through June 30, 2011. Contract forthcoming.

BE IT FURTHER RESOLVED: that **WILLIAM P. MOFFITT** be designated the Elmwood Park Board of Education **QUALIFIED PURCHASING AGENT** in Compliance with Chapter 440, Laws of 1999 and N.J.S.A. 18A:18A-2 commencing July 1, 2009 through June 30, 2010. and

BE IT FURTHER RESOLVED: that **WILLIAM P. MOFFITT** be authorized to advertise for bids and/or solicit quotations for all work, materials, and supplies as per N.J.S.A. 18A:18A-4 and N.J.S.A. 18A:18A-9 commencing July 1, 2010 through June 30, 2011.

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Item 21

Appointment of Treasurer of School Monies

Motion of Mr. Bufis, Seconded by Mr. Cannizzo, as to item 21, Appointment of Treasurer of School Monies.

Vote: Approved unanimously by roll call vote of the members present, with the exception of Mrs. Sproviero, who recused herself from the vote due to a conflict of interest.

BE IT RESOLVED: that **ROY RIGGITANO**, Borough of Elmwood Park Chief Financial Officer, be reappointed as **TREASURER OF SCHOOL MONIES**, in accordance with Title 18A:17-31, commencing July 1, 2009, through June 30, 2010, at a stipend to be determined.

Item 22

Appointment of Board Attorney/Labor Negotiator

Motion of Mrs. Sproviero, Seconded by Mrs. Gerardi, as to item 22, Appointment of Board Attorney/Labor Negotiator.

Vote: The above motion was carried by a vote of seven (7) ayes and two (2) nays, Mrs. Kalinowski, Mrs. Rudmann.

BE IT RESOLVED: that **MATTHEW DE MARIA**, be appointed as **BOARD ATTORNEY (General Counsel)** commencing April 27, 2010, through the next Annual Reorganization Meeting of the Board of Education. Salary to be negotiated.

BE IT FURTHER RESOLVED:

that **MATTHEW DE MARIA**, be appointed as **BOARD LABOR NEGOTIATOR** commencing April 27, 2010 through the next Annual Reorganization Meeting of the Board of Education. Contract terms to be negotiated at a later date.

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Item 23

Appointment of Bond Counsel//Project Counsel

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 23, Appointment of Bond Counsel/Project Counsel.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that, **WILENTZ, GOLDMAN & SPITZER, ESQS.**, be reappointed **BOND COUNSEL/PROJECT COUNSEL** commencing July 1, 2010, through June 30, 2011.

Item 24

Appointment of Board Auditor

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 24, Appointment of Board Auditor.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that, **FERRAIOLI, WIELKOTZ, CERULLO, CUVA, P.A.** be reappointed **BOARD AUDITOR**, commencing July 1, 2010, through June 30, 2011.

Item 25

Appointment of Insurance Broker of Record

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 25, appointment of Insurance Broker of Record.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that, **NATHAN LANE AGENCY, INC.** be reappointed **INSURANCE BROKER OF RECORD** commencing July 1, 2010, through June 30, 2011.

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Item 26

Appointment of Employee Benefits Broker of Record

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 26, Appointment of Employee Benefits Broker of Record.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that, **LDP CONSULTING GROUP** be reappointed Reappointed **EMPLOYEE BENEFITS BROKER OF RECORD**, commencing July 1, 2010 through June 30, 1011.

Item 27

Resolution Authorizing Transfer of Funds

Motion of Mr. Bufis, Seconded by Mr. Cannizzo, as ot item 27, Authorizing Transfer of Funds.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that, pursuant to N.J.S.A. 18A:22-8.1, the Elmwood Park Board of Education does hereby authorize the Chief School Administrator, or his designee, to approve budget appropriation transfers among line items and program categories between meetings of the board; and

BE IT FURTHER RESOLVED: that these transfers shall be reported to the board At the next regular meeting, ratified and duly recorded in the board minutes.

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Item 28

Attendance at New Jersey Conventions

Motion of Mr. Bufis, Seconded by Mr. Cannizzo, as to item 28, Attendance at N.J. Conventions.

Vote: Approved unanimously by roll call vote of the members present .

BE IT RESOLVED: that the Elmwood Park Board of Education does hereby authorize the attendance of board members, superintendent of schools, board secretary/business administrator and board attorney at the **New Jersey School Boards Conventions** in accordance with Board Policy and contracts.

Motion of Mr. Bufis, Seconded by Mrs. Sproviero to waive the order of business to open meeting to the public.

Vote: Approved unanimously by roll call vote of the members present.

The meeting was opened to the public at 8:53 p.m. and closed to the public at 8:54 p.m.

Motion of Mrs. Sproviero, Seconded by Mr. Bufis, to waive the order of business to vote on resolution L3, which was intended to be introduced at the evening's Regular Meeting.

Vote: Approved unanimously by roll call vote of the members present..

Motion of Mrs. Sproviero, Seconded by Mr. DeMatteo, as to resolution L3.

Vote: Approved unanimously by roll call vote of the members present, with the exception of Mr. Bufis, who recused himself from the vote. The resolution read as follows:

BE IT RESOLVED: that Richard D. Tomko, be appointed as Superintendent of Schools, effective July 1, 2010, as attached.

Motion of Mr. Bufis, Seconded by Mrs. Sproviero, to recess for fifteen minutes.

Vote: Approved unanimously by roll call vote of the members present.

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Upon returning from recess, by motion of Mr. Bufis, which was seconded by Mrs. Sproviero, the meeting was adjourned at 8:58 p.m.

I hereby certify these final summary minutes of the meeting of the Elmwood Park Board of Education in session on Tuesday, April 27, 2010, to be true and correct and in complete agreement with the official Minute Book of the Board of Education.

Respectfully submitted,

William P. Moffitt
Board Secretary