



Elmwood Park Board of Education
ELMWOOD PARK, NEW JERSEY

AGENDA

REORGANIZATION MEETING

January 3, 2023

THE REORGANIZATION MEETING OF THE ELMWOOD PARK BOARD OF EDUCATION IS BEING HELD THIS EVENING AT **6:00 P.M. IN THE MEDIA CENTER AT MEMORIAL MIDDLE/HIGH SCHOOL, 375 RIVER DRIVE, ELMWOOD PARK, NEW JERSEY.**

1. SUNSHINE STATEMENT, PLEDGE OF ALLEGIANCE

2. RESULTS OF THE ANNUAL SCHOOL ELECTION

November 8, 2022

THREE 3-YEAR TERMS:

Daniel J. Zoltek	2,131
Louise Gerardi	1,813
Carrie Paretti	1,536

ONE 2-YEAR TERM:

Chakib Fakhoury	2,032
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3. ADMINISTERING OF OATHS OF OFFICE

- Elected Board Members
Chakib Fakhoury
Louise Gerardi
Carrie Paretti
Daniel Zoltek

4. MEETING CALLED TO ORDER BY BOARD SECRETARY

5. ROLL CALL

Dorin Aspras
Keith Cannizzo
Douglas DeMatteo
Chakib Fakhoury
Louise Gerardi
Elizabeth Mierzejewski
Carrie Paretti
Karen Pena
Daniel Zoltek

6. BOARD SECRETARY ENTERTAINS MOTION TO ELECT PRESIDENT

NOMINATION OF PRESIDENT

BE IT RESOLVED, that _____ be elected to serve as **PRESIDENT** of the Elmwood Park Board of Education commencing January 3, 2023 until the Reorganization Meeting of 2024, pursuant to 18A:15-1.

Motion of:

Seconded By:

Vote on item #6 President:

	DA	KC	DD	CF	LG	EM	CP	KP	DZ
AYE									
NAY									
ABSENT									
ABSTAINED									
RECUSED									

7. BOARD SECRETARY YIELDS CHAIR TO NEWLY ELECTED PRESIDENT

8. PRESIDENT CALLS FOR NOMINATION AND ELECTION OF VICE PRESIDENT

NOMINATION OF VICE PRESIDENT

BE IT RESOLVED, that _____ be elected to serve as **VICE- PRESIDENT** of the Elmwood Park Board of Education commencing January 3, 2023 until the Reorganization Meeting of 2024, pursuant to 18A:15-1.

Motion of:

Seconded By:

Vote on item #8 Vice President:

	DA	KC	DD	CF	LG	EM	CP	KP	DZ
AYE									
NAY									
ABSENT									
ABSTAINED									
RECUSED									

9. **APPOINTMENT OF QUALIFIED PURCHASING AGENT**

BE IT RESOLVED: that **MARK JACOBUS** 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 January 1, 2023 through June 30, 2023; and

WHEREAS: 18A:19A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate, in a

contract year, the bid threshold (currently \$44,000) may be awarded by the purchasing agent without advertising for bids when so authorized by board; and

WHEREAS: 18A:18A-37, provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,600) may be awarded by the purchasing agent without soliciting competitive quotations; and

BE IT FURTHER RESOLVED:
that **MARK JACOBUS**, 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 January 1, 2023 through June 30, 2023.

10. APPROVAL TO APPOINT A PUBLIC AGENCY COMPLIANCE OFFICER

RESOLVED: that in accordance with N.J.A.C. 17:27-3-5, each public agency shall designate an individual to serve as its Public Agency Compliance Officer or P.A.C.O. The P.A.C.O. is the liaison between the Division and the service provider. The service provider shall include but shall not be limited to goods and services vendors, professionals service vendors and construction contractors. The P.A.C.O. is the Public Agency's point of contact for all matters concerning the implementation and administration of the statute. The P.A.C.O. is also responsible for administering contracting procedures pertaining to equal employment opportunity. As such, the P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and its regulations; and

WHEREAS: each year all Public Agencies are required to submit the name, title, address, telephone number, fax and e-mail address of the P.A.C.O. designated by the Public Agency. This information must be submitted to the Division no later than January 10th of each year. However, it shall be the responsibility of the Public Agency to update the P.A.C.O. designation at any time during the year if any changes are made concerning the designated P.A.C.O.; and

BE IT RESOLVED: that the board of education appoints **MARK JACOBUS**, Business Administrator/Board Secretary, as the Compliance Officer, January 1, 2023 - June 30, 2023; and

BE IT FURTHER RESOLVED: that the board of education directs the Business Administrator/Board Secretary to submit the necessary information to the State of New Jersey, Department of the Treasury, Division of Contract Compliance and EEO in Public Contract.

11. APPROVAL TO APPOINT CUSTODIAN OF SCHOOL RECORDS

BE IT RESOLVED: that the board of education does hereby approve the re-appointment of **MARK JACOBUS** as Custodian of School Records, January 1, 2023 - June 30, 2023.

Motion of:

Seconded By:

Vote on item #9-11

	DA	KC	DD	CF	LG	EM	CP	KP	DZ
AYE									
NAY									
ABSENT									
ABSTAINED									
RECUSED									

12. DESIGNATION OF BOARD MEETING DATES, TIMES AND LOCATIONS

BE IT RESOLVED: The Elmwood Park Board of Education designates the fourth Tuesday of each month as its Harassment, Intimidation and Bullying Hearings, as necessary, its Work Meeting and Regular Meeting day. **All HIB Hearings shall be held at 5:30 p.m.** in the Memorial High School Student Cafeteria. **The Work Meetings are to be held at 6:00 p.m.** in the Memorial High School Student Cafeteria, and **all Regular Meetings are held at 6:30 p.m.** in the Memorial High School Media Center, on the dates listed below, or in other locations as announced and posted.

- | | |
|-------------------|--------------------|
| January 24, 2023 | August 22, 2023 |
| February 28, 2023 | September 26, 2023 |
| *March 21, 2023 | *October 17, 2023 |
| April 25, 2023 | November 28, 2023 |
| May 23, 2023 | *December 19, 2023 |
| June 27, 2023 | |

* Third Tuesday of the Month
Note: *There will be no board meetings in July, unless necessary.*

Motion of:

Seconded By:

Vote on item #12 Meeting Dates:

	DA	KC	DD	CF	LG	EM	CP	KP	DZ
AYE									
NAY									
ABSENT									
ABSTAINED									
RECUSED									

13. ANNUAL CODE OF ETHICS PRESENTATION AND REVIEW

BE IT RESOLVED, that the Elmwood Park 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.

Motion of:

Seconded By:

Vote on item #13 Code of Ethics:

	DA	KC	DD	CF	LG	EM	CP	KP	DZ
AYE									
NAY									
ABSENT									
ABSTAINED									
RECUSED									

14. PUBLIC COMMENTS- GENERAL

15. BOARD COMMENTS

16. CLOSED SESSION-AS MAY BE REQUIRED

Whereas, Section 8 of the Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and Whereas, the Board is of the opinion that such circumstances exist. Now therefore, be it resolved, that the Elmwood Park Board of Education will meet in closed session to discuss _____ will disclose to the public the subject matter listed when circumstances dictate the need for confidentiality no longer exists.

17. ADJOURNMENT

Certified to be true copies of resolutions adopted by the Elmwood Park Board of Education at its meeting held on January 3, 2023.

Mark Jacobus, Business Administrator/Board Secretary