

Bloomington Board of Education
ANNUAL REORGANIZATION MEETING MINUTES
Walter T. Bergen School Library
225 Glenwild Avenue
Bloomington, New Jersey 07403
January 7, 2020
7:00 P.M.

On the above date, the Bloomington Board of Education held its Reorganizational meeting in the Walter T. Bergen School Library. The Interim Business Administrator/Board Secretary called the meeting to order at 7:00 p.m.

The Interim Business Administrator/Board Secretary led those present in a salute to the flag.

The Interim Business Administrator/Board Secretary read the following announcement:

In accordance with the requirements of the Open Public Meetings Act, Chapter 231, P.L. 1975, I wish to announce that:

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Bloomington Board of Education has caused notice of this meeting to be published on January 3, 2019 at 11:52 a.m. by having the date, time, and place thereof sent to the Clerk of the Borough of Bloomington, the editors of the Star-Ledger and Suburban Trends, and all board members. This notice was also posted in the administration offices of the Board of Education, and at all district schools.

Copies of the agenda were also posted on the Bloomington School District website – www.bloomingtonschools.org.

The Interim Business Administrator/Board Secretary announces the official results of the annual school election:

The annual school board election results of November 5, 2019 for the three (3), three (3) year term memberships on the Bloomington Board of Education are as follows:

Three Year Terms

| | Elizabeth Santana | Charles Caraballo | Brian Guinan | Carol Marcus | Write-In |
|---------------|-------------------|-------------------|--------------|--------------|-----------|
| Blmgdl. 1 | 164 | 137 | 134 | 123 | 30 |
| Blmgdl. 2 | 179 | 166 | 134 | 139 | 23 |
| Blmgdl. 3 | 122 | 111 | 93 | 80 | 15 |
| Blmgdl. 4 | 147 | 140 | 138 | 100 | 13 |
| Blmgdl. 5 | 54 | 70 | 50 | 87 | 7 |
| Mail-In | 114 | 112 | 100 | 132 | 6 |
| Provisional | 15 | 15 | 10 | 17 | 2 |
| Overseas | 0 | 0 | 0 | 0 | 0 |
| Totals | 795 | 751 | 659 | 678 | 96 |

The annual school board election results of November 5, 2019 for the two (2), one (1) year unexpired term memberships on the Bloomington Board of Education are as follows:

One Year Terms

| | Cathy Gurbisz | Write-In | No Petition Filed | Write-In Barbi Gnecco | |
|---------------|---------------|------------|-------------------|-----------------------|--|
| Blmgdl. 1 | 165 | 59 | 0 | 33 | |
| Blmgdl. 2 | 196 | 47 | 0 | 29 | |
| Blmgdl. 3 | 116 | 26 | 0 | 18 | |
| Blmgdl. 4 | 159 | 32 | 0 | 19 | |
| Blmgdl. 5 | 73 | 23 | 0 | 7 | |
| Mail-In | 157 | 23 | 0 | 0 | |
| Provisional | 18 | 6 | 0 | 0 | |
| Overseas | 0 | 0 | 0 | 0 | |
| Totals | 884 | 216 | | 106 | |

The Board Attorney administers the oath of office to the newly-elected Board members:

- Elizabeth Santana
- Charles Caraballo
- Carol Marcus
- Cathy Gurbisz
- Barbi Gnecco

The Interim Business Administrator/Board Secretary Calls the Roll:

MEMBERS PRESENT: Mr. Bloodgood, Mr. Caraballo, Mrs. Gnecco, Mrs. Grecco, Mrs. Gurbisz, Mrs. Marcus, Mr. Moeller, Mrs. Santana, and Mr. Schalago

ALSO PRESENT: Mr. Frank Verducci, Acting Superintendent, Mrs. Eulalia Gillis, Interim Business Administrator/Board Secretary, Dr. Joseph Petrosino, Interim Director of Special Services, and Mr. Jeffrey Merlino.

BOARD OFFICERS AND APPOINTMENTS

Nominations for Board President

1. The Interim Business Administrator/Board Secretary calls for nomination

Mrs. Marcus nominates Lauren Grecco for Board President.

2. Motion to close nominations Mr. Bloodgood, seconded by Mrs. Gurbisz.

ROLL CALL VOTE: All in favor.

The Board Secretary declares Mrs. Lauren Grecco as the elected President of the Bloomington Board of Education and assumes the chair.

NEWLY ELECTED PRESIDENT NOW PRESIDES AT THE MEETING

Opens Nominations for Board Vice-President

1. The Board President opens the floor to nominations for Vice-President:

Mr. Schalago nominates Mr. Caraballo for Board Vice-President.

Mrs. Marcus nominates Mr. Bloodgood for Board Vice-President.

2. Motion to close nominations by Mr. Schalago, seconded by Mrs. Marcus.

ROLL CALL VOTE to nominate Mr. Caraballo as Board Vice-President

Yes: Mr. Caraballo, Mrs. Gnecco, Mrs. Gurbisz, and Mr. Schalago

No: Mr. Bloodgood, Mrs. Grecco, Mrs. Marcus, Mr. Moeller, and Mrs. Santana

ROLL CALL VOTE to nominate Mr. Bloodgood as Board Vice-President

Yes: Mr. Bloodgood, Mrs. Grecco, Mrs. Marcus, Mr. Moeller, and Mrs. Santana

No: Mr. Caraballo, Mrs. Gnecco, Mrs. Gurbisz, and Mr. Schalago.

The Board President declares Mr. Robert Bloodgood as the elected Vice-President of the Bloomington Board of Education.

ADOPTIONS

1. BYLAWS AND POLICIES

RESOLVED, that the Bloomington Board of Education continues to operate under previously adopted/approved bylaws, policies, regulations, procedural manuals and the standard operating procedures with the stipulation that the Board and administration may further amend and supplement Board policies, regulations, procedural manuals and the standard operating procedures including those policies establishing its own bylaws.

2. CONDUCT OF BOARD MEETINGS

RESOLVED, that the Bloomington Board of Education approves the conduct of Board of Education Meetings according to the Parliament Authority established by Robert’s Rules of Order pursuant to Board of Education Bylaw # 0164.

3. TEXTBOOKS AND CURRICULA

RESOLVED, in compliance with N.J.S.A. 18A:33-1 and 18A:35 that the Bloomington Board of confirms the adoption of the existing textbooks and curricula resources in the District's schools and that no course of study shall be altered except by the recorded roll call majority vote of the full membership of the board of education of the District;

BE IT FURTHER RESOLVED, the Bloomington Board of Education approves for use in the district classrooms, curricular, courses, textbooks, reference books, manuals, workbooks, library collections, ancillary materials, and related curricular resources, which have been in effect during the present school year, subject to revision and constant review by the Board.

Motioned to adopt #A1-#A3 Mrs. Grecco, seconded by Mr. Moeller

ROLL CALL VOTE: All in favor.

4. JOB DESCRIPTIONS

RESOLVED, that the Board of Education adopts the current job descriptions of the Bloomington Public School District.

Motioned to adopt #A4 Mrs. Grecco, seconded by Mr. Moeller

ROLL CALL VOTE:

Yes: Mr. Bloodgood, Mr. Caraballo, Mrs. Grecco, Mrs. Gurbisz, Mrs. Marcus, Mr. Moeller, Mrs. Santana, and Mr. Schalago
 Abstained: Mrs. Gnecco

5. SCHOOL ETHICS ACT AND BOARD MEMBER CODE OF ETHICS

WHEREAS, each member of the Bloomington Board of Education shall possess the qualifications required by law and shall be bound by the provisions of the School Ethics Act in accordance with N.J.S.A. 18A:12-24.1; and

WHEREAS, the Bloomington Board of Education is required on an annual basis to sign an acknowledgment that he/she received a copy, read and will become familiar with the Code of Ethics for School Board Members contained within N.J.S.A. 18A:12-21 et seq.;

NOW, THEREFORE, BE IT RESOLVED, that the Bloomington Board of Education adopts the New Jersey School Board Member Code of Ethics to include that the School Ethics Act and Code of Ethics have been received and discussed; that the policies and procedures regarding training of district Board of Education members have been adopted in policy; and that each Board of Education member acknowledges receipt of the Code of Ethics for School Board members and has become familiar with the Code of Ethics.

Code of Ethics:

- 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 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.
- 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 members, interpret to the staff the aspirations of the community for its schools.

- h. I will vote to appoint the best 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
- k. solution.

Motioned to adopt #A5 Mrs. Grecco, seconded by Mr. Moeller

ROLL CALL VOTE: All in favor

6. STUDENT HANDBOOKS & DISTRICT MANUALS

RESOLVED, that the Bloomington Board of Education move that all current student handbooks, Standard Operating Procedures and Purchasing Manual continued in effect until modified, upon the recommendation of the Superintendent inclusive of the Emergency Management Plan and the Integrated Pest Management (IPM) plan.

7. PERMITTED STUDENT RECORDS (NJAC 6A:32-7.3)

RESOLVED, that the Bloomington Board of Education authorize the collection and maintenance of permitted student records, which are collected in order to promote the educational welfare of the student.

8. TUITION RATES

RESOLVED, that the Board approve the following tuition rates for the 2019-20 school year:

Preschool - \$1,600

Motion to adopt #A6-A8 Mrs. Grecco, seconded by Moeller.

ROLL CALL VOTE:

Yes: Mr. Bloodgood, Mr. Caraballo, Mrs. Gnecco, Mrs. Grecco, Mrs. Marcus, Mr. Moeller, Mrs. Santana, and Mr. Schalago.

Mrs. Gurbisz abstained to A6 voted yes to A7 and A8

APPOINTMENTS

A1. BOARD COUNSEL

RESOLVED, that the Bloomington Board of Education appoints Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC., 238 St. Paul Street, Westfield, NJ 07090 as Board Attorney through December 31, 2020 under the same terms and conditions of the existing agreement which ends June 30, 2020.

A2. AUDITOR

RESOLVED, that the Bloomington Board of Education appoints Nisivoccia, LLP. CPA, 200 Valley Road, Suite 300, Mt. Arlington, NJ 07856 as Auditor for the school year 2019-20 and to conduct the annual fiscal year end audit at the rate of \$32,665.

A3. ARCHITECT

RESOLVED, that the Bloomington Board of Education appoints Design Resources Group Architects, AIA, Inc., 200 Franklin Square Drive, Suite 402, Somerset, NJ 08873 as Architect of Record through December 31, 2020 under the same terms and conditions of the existing agreement which ends June 30, 2020.

A4. ENVIRONMENTAL CONSULTANT

RESOLVED, that the Bloomington Board of Education appoints RK Occupational & Environmental Analysis, Inc., 401 St. James Ave., Phillipsburg, NJ 08865 as Environmental Consultant for the 2019-20 school year under the same terms and conditions of the existing agreement which ends June 30, 2020.

A5. FIXED ASSET APPRAISAL

RESOLVED, that the Bloomington Board of Education appoints Acclaim Inventory, LLC, 1314 Greene Lane, Cherry Hill, NJ 08003 to provide fixed asset appraisal update services for the 2019-20 school year at an annual fee of \$2,100.

A6. SCHOOL PHYSICIAN

RESOLVED, that the Bloomington Board of Education appoints Francis Kielar, 45 Carey Avenue, Butler, NJ 07405 as Medical Inspector/School Physician for the 2019-20 school year at an annual fee of \$6,000.

A7. INSURANCE CONSULTANT/POOLED INSURANCE PROGRAM (PIP)

RESOLVED, that the Bloomington Board of Education appoints CBIZ Insurance Services, 219 South Street, New Providence, NJ 07974 as Insurance Risk Manager

through December 31, 2020 under the same terms and conditions of the existing agreement which ends June 30, 2020.

A8. BROKER/BENEFIT AGENT

RESOLVED, that the Bloomington Board of Education appoints Brown & Brown Benefit Advisors, 24 Arnett Avenue, Suite 110, Lambertville, NJ 08530 as Health Insurance/Benefits Agent through December 31, 2020 under the same terms and conditions of the existing agreement which ends June 30, 2020.

A9. APPOINTMENT OF DISTRICT QUALIFIED PURCHASING AGENT

WHEREAS, 18A:18A-1, et seq., provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS, 18A:18A-3 provides that contracts awarded by the Qualified Purchasing Agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$40,000) may be awarded by the Qualified Purchasing Agent without advertising for bids when so authorized by board resolution; and

WHEREAS, 18A:18A-37 provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,000) may be awarded by the Qualified Purchasing Agent without soliciting competitive quotations if so authorized by board resolution;

NOW, THEREFORE, BE IT RESOLVED, that the Bloomington Board of Education pursuant to the statutes cited above hereby appoints the Interim School Business Administrator/Board Secretary Eulalia Gillis as its duly authorized Qualified Purchasing Agent and he is duly assigned the authority, responsibility and accountability for the purchasing activity of the Bloomington Board of Education; and

BE IT FURTHER RESOLVED, that the Interim School Business Administrator/Board Secretary Eulalia Gillis is hereby authorized to award contracts on behalf of the Bloomington Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,000), without soliciting competitive quotations; and

BE IT FURTHER RESOLVED, that the Interim School Business Administrator/Board Secretary Eulalia Gillis is hereby authorized to seek competitive quotations, when applicable and practicable, and award contracts which in the aggregate exceed 15% of the bid threshold (currently \$6,000), but less than the bid threshold at \$40,000.00; and

BE IT FURTHER RESOLVED, that this Resolution shall be effective immediately and to continue to the next organization meeting of the Board.

A10. TAX SHELTER ANNUITY COMPANIES AND BROKERS

RESOLVED, that the Board of Education of the Bloomington School District designates the following Tax Shelter Annuity Companies:

- Variable Annuity Life Insurance Company (VALIC)
- Lincoln Financial Advisors Corporation
- Siracusa Benefits Program
- Lincoln Investment Planning

BE IT FURTHER RESOLVED, that the Board of Education of the Bloomington School District restricts any other Tax Shelter Annuity Companies from entering the District without this board's consent and board action.

A11. TRAVEL LIMITATION FOR REGULAR BUSINESS TRAVEL

WHEREAS, the Bloomington Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Bloomington Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Bloomington Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-

1.2(b), to a maximum expenditure of \$34,540 for all staff and board members for all funds including federal funds through any fiscal year end.

BE IT FURTHER RESOLVED, that pursuant to the provisions of N.J.A.C. 6A:23A-7.3(b), an annual maximum amount per employee will not exceed \$1,500 for regular business travel, only for which prior Board approval is not required.

A12. AUTHORIZING FLEXIBLE SPENDING AGREEMENT

RESOLVED, that the Board of Education approve a resolution concerning Chapter 78 – Section 125 Flexible Spending Account and Premium Only Plans. Pursuant to the requirements of N.J.P.L. 2011 Chapter 78, the Bloomington Board of Education hereby resolves to continue a Section 125 Flexible Spending Account (FSA) program for the period through June 30, 2021, as follows:

- The Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate Ameriflex as the Board's FSA administrator.
- The Board of Education appoints Brown & Brown Benefit Advisors, Inc. as its FSA and POP broker-of-record.
- The Board of Education hereby establishes an annual maximum employee contribution of \$2,500.
- All appropriate Board of Education staff is authorized to take such action and affect such documentation as necessary to implement these changes.

A13. AUTHORITY FOR TRANSFERRING OF FUNDS

RESOLVED, that the Bloomington Board of Education authorizes the Superintendent or designee, to approve line item budget transfers between board meetings, and that such transfers shall be reported to the Bloomington Board of Education to ratify and be duly recorded in the minutes at the next regular board meeting.

A14. AUTHORIZATION OF PAYROLL MANAGEMENT

RESOLVED, that the Board of Education of the Bloomington School District gives authorization to the Interim School Business Administrator/Board Secretary to transfer funds from the general accounts to the net payroll and payroll agency accounts, as needed to provide for payment of payrolls and legal obligations in connection herewith, and to disburse funds from the net payroll and agency accounts to and on behalf of employees, all in a manner consistent with law and the contractual obligations between the Board and its employees; and

BE IT FURTHER RESOLVED, that the Board President, Superintendent and School Business Administrator/Board Secretary shall certify each payroll as required by law.

A15. PERSONNEL APPOINTMENTS, TRANSFERS, REMOVALS, RENEWALS AND NON-RENEWALS

WHEREAS, N.J.S.A. 18A:27-4.1 governs the appointment, transfer, removal, renewal and non-renewal of all certified and certain non-certified personnel; and

WHEREAS, it is in the District's best interests to effectuate the prompt employment of staff in certain programs;

NOW, THEREFORE BE IT RESOLVED, that the Superintendent of Schools is authorized to make critical employment decisions, subject to ratification by the Bloomington Board of Education at the next subsequent board meeting.

A16. SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI)

RESOLVED, that the Board of Education appoints Dr. Joseph Petrosino as SEMI Coordinator for the period of January 2020 Reorganization Meeting through the 2021 Reorganization at no additional cost to the district.

Board members had questions on appointments A1, A4, A7, A8 and A5. They discussed the timeframe of these appointments, and costs.

Motion to adopt #A1-#A16 by Mrs. Grecco, seconded by Mr Moeller.

ROLL CALL VOTE:

Yes: A1 through A16 Mr. Bloodgood, Mrs. Grecco, Mrs. Marcus, Mr. Moeller, and Mrs. Santana.

No: A1 Mr. Caraballo, Mrs. Gurbisz, Mr. Schalago

Yes: A2 - A16 Mr. Caraballo, Mrs. Gurbisz

Yes: A5, A6, A9 through A16 Mr. Schalago.

No: A2 - A4, A7, and A8 Mr. Schalago

Abstained: Mrs. Gnecco to all A items.

DESIGNATIONS

B1. BOARD MEETING DATES, AUTHORIZATION TO POST AND ADVERTISE

WHEREAS, The Open Public Meetings Act requires notice of regularly scheduled meetings within several days following the Annual Organization Meeting of the Board;

NOW THEREFORE BE IT RESOLVED, that the regular meetings of the Bloomington Board of Education will commence at 7:00 p.m. in the library of the Walter T. Bergen School, 225 Glenwild Avenue, Bloomington, as noted below. Action will be taken at these scheduled meetings:

REGULAR MEETING SCHEDULE

Tuesday, January 21, 2020
 Tuesday, February 18, 2020
 Wednesday, March 18, 2020¹
 Tuesday, March 31, 2020
 Tuesday, April 28, 2020²
 Tuesday, May 12, 2020
 Tuesday, June 16, 2020
 Tuesday, July 28, 2020
 Tuesday, August 25, 2020
 Tuesday, September 22, 2020
 Tuesday, October 20, 2020
 Tuesday, November 17, 2020
 Tuesday, December 15, 2020
 Tuesday, January 5, 2021 – Organization Meeting

¹The district must prepare an itemized budget and submit to the ExecutiveCountySuperintendent of Schools on or before March 20, 2020
²Public Budget Hearing (must occur between April 24 and May 7, 2020)

The Bloomington Board of Education reserves the right to conduct closed executive sessions at any, or all, of its advertised meetings to discuss topics permitted by law. Special Meetings may be added as needed.

BE IT FURTHER RESOLVED, that the Bloomington Board of Education in compliance with Chapter 231, Public Laws of 1975, authorizes the Board Secretary to provide notice to the Clerk of the Borough of Bloomington, post a copy of the above schedule of meetings in the administration offices of the Board of Education and at all district schools, and to provide notice to the newspapers, Suburban Trends and The Star- Ledger.

B2. NEWSPAPERS

RESOLVED that the Bloomington Board of Education designates the Suburban Trends and The Star-Ledger as its official newspapers.

B3. SCHOOL DEPOSITORIES, ACCOUNTS AND SIGNATORIES

WHEREAS, there is a need to designate public depositories and authorized signatories for various accounts.

NOW THEREFORE, BE IT RESOLVED, that the Bloomington Board of Education, County of Passaic, State of New Jersey, designates Lakeland State Bank as the official depository of the Board, through June 30, 2020.

BE IT FURTHER RESOLVED, the following officers are hereby authorized to deposit any and all monies, checks, drafts, notes, acceptances, or other evidences

of indebtedness which may hereafter come into the Borough of Bloomington and the said bank be and are hereby authorized to make payment from the funds on deposit with them upon and according to the checks, drafts, notes or other acceptance of the Board signed by the following officers (facsimile stamps can be used):

| <u>Account</u> | <u>Number of Signatures Required</u> | <u>By Whom</u> |
|---------------------------------------|--------------------------------------|---------------------------------------------------------------------------------------|
| General Account | Three (3) | Board President Superintendent Board Secretary Treasurer of School Monies |
| Payroll Agency Account | One (1) | Treasurer of School Monies |
| Salary Account | One (1) | Treasurer of School Monies |
| Cafeteria Account | One (1) | School Business Administrator/ Board Secretary |
| Flexible Spending Account | Three (3) | Board President Superintendent Board Secretary Treasurer of School Monies |
| Capital Reserve Account | Three (3) | Board President Superintendent Board Secretary Treasurer of School Monies |
| Tuition Reserve Account | Three (3) | Board President Superintendent Board Secretary Treasurer of School Monies |
| State Unemployment Insurance Fund | Two (2) | Board Secretary Treasurer of School Monies |
| Summer Account | One (1) | Treasurer of School Monies |
| Petty Cash Fund | One (1) | School Business Administrator/ Board Secretary |
| Martha B. Day School Activity Account | Two (2) | Principal Principal Secretary School Business Administrator/ Board Secretary |

| | | |
|------------------------------------------|---------|---------------------------------------------------------------------------------------|
| Samuel R. Donald School Activity Account | Two (2) | Principal Principal Secretary School Business Administrator/ Board Secretary |
| Walter T. Bergen School Activity Account | Two (2) | Principal Principal Secretary School Business Administrator/ Board Secretary |

BE IT FURTHER RESOLVED, that the Bloomington Board of Education designates Lakeland State Bank as the bank for deposits and withdrawals for the General Account, Salary, Payroll Agency Account, Flexible Spending Account, Capital Reserve Account, Tuition Reserve Account, State Unemployment Insurance Fund, Summer Account, Petty Cash Fund, Cafeteria Account, Martha B. Day Student Activity Account, Samuel R. Donald School Student Activity Account and the Walter T. Bergen School Activity Account through June 30, 2020.

BE IT FURTHER RESOLVED, that all funds on deposit in the General Account, Salary Account, Payroll Agency Account, Flexible Spending Account, Capital Reserve Account, Tuition Reserve Account, State Unemployment Insurance Fund, Summer Account, Petty Cash Fund, Cafeteria Account, Martha B. Day Student Activity Account, Samuel R. Donald School Student Activity Account and the Walter T. Bergen School Activity Account at Lakeland State Bank may be withdrawn on school warrant or wire transfer request of said Board of Education as per signature cards which are approved by the Board of Education. Other accounts as listed utilize electronic transfers as denoted.

B4. INVESTMENT AUTHORIZATION AND WIRES

RESOLVED, that the Bloomington Board of Education approve the School Business Administrator/Board Secretary authorization to invest District funds as governed by appropriate laws in any bank offering the attractive interest rate and as the person responsible for any and all Board of Education investments; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary be authorized to make wire transfers amongst board accounts as necessary.

B5. ELECTRONIC BANKING (“E-BANKING”)

RESOLVED, by the Bloomington Board of Education that it approve Electronic Banking (“eBanking”) establishing authority to apply and execute agreements for ACH Origination Services.

BE IT FURTHER RESOLVED that the Bloomington Board of Education shall from time to time enter into such agreement with Lakeland Bank as any person titled School Business Administrator/Board Secretary or Treasurer of School Monies deems appropriate to facilitate Electronic Banking services for the management of cash resources.

B6. PAYMENT OF BILLS BETWEEN BOARD MEETINGS AND DESIGNATION OF CLAIMS AUDITOR AUTHORITY

RESOLVED, that the Bloomington Board of Education authorizes the School Business Administrator/Board Secretary to approve the payment of bills, as may be necessary between board meetings, and that said bills list payments be presented to the Board for ratification at the next regularly scheduled meeting.

BE IT FURTHER RESOLVED, that the Interim School Business Administrator/Board Secretary, or their designee, be designated as the Board of Education’s Claims Auditor with authority, as provided by 18A:19-2, to direct pre-payment of claims for payroll, fixed charges and any other claim or demand which would be in the best interests of the Board to pay promptly.

B7. DESIGNATION OF COMPLIANCE OFFICERS

RESOLVED, that the Bloomington Board of Education, does hereby designate the following individuals through the 2019-20 school year and until the next Reorganization meeting as compliance officers:

| | |
|------------------------------------------------------------|-----------------------|
| Affirmative Action Officer | Karen Husser |
| Title IX Officer | Karen Husser |
| Section 504 Compliance Officer | Karen Husser |
| American with Disabilities Act (ADA) Officer | Dr. Joseph Petrosino |
| Homeless Liaison | Dr. Joseph Petrosino |
| Investment Officer of Records | Eulalia Gillis |
| Custodian of Records | Eulalia Gillis |
| Public Agency Compliance Officer | Eulalia Gillis |
| Board Secretary | Eulalia Gillis |
| Assistant Board Secretary | Karen Spiridakis |
| Treasurer of School Monies | Sherry Gallagher |
| Substance Awareness Coordinator (SAC) | Shared Service Butler |
| Integrated Pest Management Coordinator | Ralph Burrows |
| Asbestos Management & PEOSA Officer | Ralph Burrows |
| Safety & Health Officer | Ralph Burrows |
| Indoor Air Quality Officer | Ralph Burrows |
| Right to Know Officer | Ralph Burrows |
| Asbestos Hazard Emergency Response Act (AHERA) Coordinator | Ralph Burrows |
| District School Safety Specialist | Frank Verducci |

B8. DESIGNATE AND GRANT AUTHORIZATION TO THE FOLLOWING STAFF TO REQUEST LEGAL SERVICES OR ADVICE ON MATTERS PERTAINING TO THIS DISTRICT WITH THE BOARD ATTORNEY

- Superintendent
- School Business Administrator/Board Secretary
- School Principals
- Director of Special Services
- Board President

B9. MEMBERSHIP IN NEW JERSEY SCHOOL BOARDS ASSOCIATION AND PASSAIC COUNTY SCHOOL BOARDS ASSOCIATION

RESOLVED, that the Bloomington Board of Education approves membership in the New Jersey School Boards Association and the Passaic County School Boards Association.

B10. ESTABLISH PETTY CASH FUND

RESOLVED, that the Board of Education of the Bloomington School District hereby authorize the establishment of petty cash accounts, in accordance with the District Policy #6620 Petty Cash with the responsibilities and signatories assigned to the following custodians:

| Petty Cash Custodian | Amount | Designated Person Responsible for Disposition of Fund | Maximum Single Expenditure |
|--------------------------------------|---------------|--------------------------------------------------------------|-----------------------------------|
| Board Office | \$ 500.00 | District Financial Assistant | \$75.00 |
| Martha B. Day School Principal | \$ 150.00 | Secretary | 75.00 |
| Samuel R. Donald School Principal | \$ 150.00 | Secretary | 75.00 |
| Walter T. Bergen School Principal | \$ 150.00 | Secretary | 75.00 |
| Interim Director of Special Services | \$ 150.00 | Interim Director of Special Services | 75.00 |

BE IT FURTHER RESOLVED, that any receipt being reimbursed through the petty cash fund cannot exceed the maximum single expenditure limit set in the above table and that the signatories of the petty cash fund fully comply with the requirements within the District’s Policy #6620 Petty Cash.

BE IT FURTHER RESOLVED, that funds are to be used for emergencies and small purchases not exceeding the maximum single expenditure limit \$75.00 and not to subvert the intent of the regular purchasing procedures or for routine expenditures.

BE IT FURTHER RESOLVED, that the minimum time period in which the designated person shall report to the district board of education on amounts disbursed from each fund shall be not less than when such funds disbursed has exceeded \$75.00;

BE IT FURTHER RESOLVED, that the Petty Cash Custodian will ensure all unused petty cash funds will be returned to the depository prior to the end of the fiscal year in accordance with the District's Policy #6620 Petty Cash.

Motion to adopt B1- B10 Mrs. Grecco seconded by Mr. Moeller.

Mrs. Gurbisz proposed B8 be amended to read "In accordance with Bylaw #0174.

ROLL CALL VOTE: All in favor as amended

C1. AUTHORIZE COOPERATIVE PRICING AGREEMENTS

WHEREAS, the Bloomington Board of Education authorizes administration to enter into cooperative pricing agreements with:

- Educational Data Service
- Educational Services Commission of New Jersey
- Morris County Educational Services Commission/Cooperative Council
- PEPPM Technology Bidding and Purchasing Program
- The Hunterdon County Educational Services
- New Jersey Cooperative Purchasing Program
- Northern Region Educational Services Commission
- Lakeland Regional High School

WHEREAS, these agencies conduct a certain function relating to the purchase of work materials, supplies and services for their respective jurisdictions through the June 30, 2020 school year; and

WHEREAS, the Bloomington Board of Education encourages the use of shared services through State approved cooperative entities; and

WHEREAS, the Bloomington Board of Education encourages open public bidding for goods and services; and

WHEREAS, the Bloomington Board of Education recognizes the need for obtaining the most competitive and responsive bid for goods and/or services; and

WHEREAS, the agencies are cooperative pricing systems which allow participating governmental and municipal agencies to reduce the cost of purchased goods and services by leveraging their combined purchasing power at no cost; and

WHEREAS, this resolution shall be known and may be cited as the Cooperative Pricing resolution of the Bloomington Board of Education; and

WHEREAS, the agencies entering into contracts on behalf of the Bloomington Board of Education shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J. S. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; and

WHEREAS, pursuant to the provisions of N.J.S.A.-40A:11-11(5) the Bloomington Board of Education is hereby authorized to enter into a Cooperative Pricing Agreement with the listed agencies for the purchase of work materials, supplies and services, as needed;

THEREFORE, BE IT RESOLVED, by the Bloomington Board of Education that the Purchasing Agent is hereby authorized to enter into a cooperative pricing agreement with the following agencies for the purchase of work materials, supplies and services, through the June 30, 2020 school year, as needed;

- Educational Data Service
- Educational Services Commission of New Jersey (ESCNJ)
- Morris County Educational Services Commission/Cooperative Council
- PEPPM Technology Bidding and Purchasing Program
- The Hunterdon County Educational Services
- New Jersey Cooperative Purchasing Program
- Northern Region Educational Services Commission
- Lakeland Regional High School (Transportation Agency)

C2. AUTHORIZING AND APPROVING THE NEW JERSEY CASH MANAGEMENT FUND

RESOLVED, that the Board of Education of the Bloomington School District designates the New Jersey Cash Management Fund as a depository for funds of the Bloomington Board of Education through June 30, 2021 and that the Superintendent and the School Business Administrator/Board Secretary be designated as the authorized signatories.

C3. AUTHORIZING USE OF A CONTINUING DISCLOSURE AGENT SERVICES AND INDEPENDENT REGISTERED MUNICIPAL ADVISOR OF RECORD

WHEREAS, in order to ensure compliance with various Continuing Disclosure Agreements executed in conjunction with the district's issuance of bonds, the district must codify the requirements stipulated in those various Continuing Disclosure

Agreements and compare those requirements with the filings, and correct any deficiencies; and

WHEREAS, Phoenix Advisors, LLC provides such continuing disclosure services and additionally is an independent registered principal advisor under the SEC regulations; and

WHEREAS, there is no fee charged by Phoenix Advisors, LLC for being designated your Independent Registered Municipal Advisor and they will be available to answer general questions concerning outstanding debt issues, market conditions, and they will provide preliminary review of financing proposals, and prepare preliminary project analysis;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Bloomington School District designate the Phoenix Advisors, LLC as the district's Continuing Disclosure Agent and as the Independent Registered Municipal Advisor through June 30, 2021.

C4. APPOINT POLICY PROVIDER SERVICE

RESOLVED, that the Bloomington Board of Education utilize the services of Strauss Esmay for the District's Policies for the 2019-2020 school year and until the next Reorganization.

C5. SPECIAL EDUCATION

RESOLVED, that the Bloomington Board of Education approve the attendance, tuition, tuition contracts and the transportation necessary, as recommended by the Superintendent of Schools, to provide an appropriate educational program at public, private or appropriate educational program at public, private or residential schools for students classified as handicapped by the district's Child Study Team in accordance with Title 18A, Chapter 46, N.J.S.A.

C6. GRANT APPLICATION AND REPORT SUBMISSION

WHEREAS, prompt submission of grant applications, as well as, various financial reports relating to the grants is often time sensitive; and

WHEREAS, the District might lose an opportunity to apply for grants or file mandated reports in between board meetings; and

WHEREAS, it is in the Districts' best interest to submit grant applications, as well as, the various financial reports to avoid losing an opportunity for receipt of the funding;

NOW, THEREFORE, BE IT RESOLVED, by the Bloomington Board of Education, to appoint the Superintendent of Schools or the Superintendents designee, as the Board's agents to request state and federal funds under the existing state and federal law; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools or the Superintendents designee are authorized to sign grant applications, as well as, various financial reports between Board meetings; and

BE IT FURTHER RESOLVED, that all grant applications, as well as, various financial reports relating to the grants will continue to be reviewed by the grant manager or other appropriate district staff, the respective committees of the Board if applicable and subsequently ratification by the Board.

C7. FEE FOR COPIES OF PUBLIC DOCUMENTS

RESOLVED, the Bloomington Board of Education hereby establishes a photocopy fee of ten cents (\$0.10) per page for letter size pages and a photocopy fee of fifteen cents (\$0.15) per page for legal size pages; and

BE IT FURTHER RESOLVED, that other materials, delivery and special service charges will be charged at the cost to the district; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary can waive the fee up to \$5.00 per request; and

BE IT FURTHER RESOLVED, that all requests for public information which requires employee time shall be provided at the hourly rate(s) of the employee(s) assigned to produce that public information.

Motion to adopt C1-C7 Mrs. Grecco, seconded Mr. Moeller

ROLL CALL VOTE:

Yes: C1-C7 Mr. Bloodgood, Mr. Caraballo, Mrs. Gurbisz, Mrs. Grecco, Mrs. Marcus, Mr. Moeller, Mrs. Santana.

Yes: C1, C4 - C7 Mr. Schalago

Abstained: C2, C3 Mrs. Gnecco and Mr. Schalago

Mr. Schalago and Mrs. Gurbisz questioned the 6/30/2021 dates for items C2 and C3.

BOARD MEMBER APPOINTMENTS

D1. BOARD OF EDUCATION COMMITTEES

RESOLVED, that the Bloomington Board of Education designate the following standing committees of the Board in compliance with Bylaw 0155:

- Personnel, Policy, and Community Relations
- Curriculum, Instruction, and Technology
- Finance, Physical Plant, and Transportation
- Butler Board of Education Liaison

D2. BLOOMINGDALE REPRESENTATIVE ON BUTLER BOARD OF EDUCATION

RESOLVED, that the Bloomington Board of Education appoint Mr. Moeller as the Bloomington representative on the Butler Board of Education through January 2021. Mrs. Grecco will be alternate.

D3. NEW JERSEY SCHOOL BOARD ASSOCIATION REPRESENTATIVE

RESOLVED, that the Board appoints Mr.Caraballo Delegate and Mrs. Grecco Alternate to the New Jersey School Boards Association whose terms shall coincide with the life of this Board.

Motion to adopt D1-D3 Mrs. Grecco, seconded by Mr. Moeller .

ROLL CALL VOTE:

Yes: D1-D3 Mr. Caraballo, Mrs. Grecco, Mrs. Gurbisz, Mrs. Marcus, Mr. Moeller, Mrs. Santana, and Mr. Schalago.

Abstain D3 Mr. Bloodgod, Yes to D1 and D2.
Abstain D2 Mrs. Gnecco, Yes to D1 and D3.

Presiding Officer Opens the Hearing of Citizens

Please state your name and address for the record. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to three (3) minutes. These discussions are limited to thirty (30) minutes and should address agenda items only.

Meeting was opened to the public. No comments were made.

Presiding Officer Closes the Hearing of Citizens at 7:40 pm.

Mrs. Gurbisz proposed to review and to possibly amend Bylaw #0167.

Motion was made by Mrs. Gurbisz, seconded by Mr. Schalago to have Policy Committee review Bylaw #0167.

ROLL CALL VOTE: All in favor.

Mr. Bloodgood motioned at 7:43 to move to Executive Session.

All in favor.

Adjournment

Motion - Moved by Mr. Moeller, Seconded by Mr. Bloodgood.
Voice Vote all yes.

Meeting adjourned at 9:40 P.M.

Respectfully submitted,

Eulalia Gillis