

## Reorganization Meeting

January 10, 2023

The Board met in a special meeting on Tuesday, January 10, 2023.

Location: Early Childhood Center, 270 First Street, Palisades Park.

The meeting was called to order by Aleksandar Kondovski at 6:30 p.m.

The assemblage saluted the Flag.

In attendance: Eun Min, Soo Chung, Anieska Garcia, Jason Kim, Kevin Lim, Charlie Shin

Absent: Thomas Matarazzo, John Mattessich, Peter Longo

### Statement of Presiding Officer:

Pursuant to the Open Public Meetings Act, notice is hereby given that the Palisades Park Board of Education will conduct its annual reorganization meeting on Tuesday, January 10, 2023. The meeting will be held at the Early Childhood Center, 270 First Street, Palisades Park, NJ commencing at 6:30 p.m.

The notice has been:

- Emailed to all staff members
- Communicated to at least one of the Board's designated newspapers.
- Filed with the Borough Clerk of Palisades Park

### Remarks by outgoing board member:

Mr. Jason Kim thanked the administration, all staff members, and the community for their support during his tenure as a board member and a past president of the Board of Education. He congratulated the newly elected members and offered his assistance, if needed. Mr. Kim will now serve the Palisades Park community as a member of the Borough Council.

### Oath of Office:

The newly elected members: Anthony Kim, William Kim, Rebekah Lee and Helen Jeon were administered the Oath of Office (Pursuant to N.J.S.A. 18A:12-2.1 and N.J.S.A. 41:1-1 and 1-3) by Sarah Kim, Esq.

### Nomination & Election of a Board President:

Anieska Garcia nominated Eun Min. The motion was seconded by Rebekah Lee. Charlie Shin nominated Kevin Lim. The motion was seconded by Soo Chung.

Roll Call on Eun Min's nomination:

S. Chung – No	R. Lee - Yes
A. Garcia – Yes	E. Min - Yes
H. Jeon – Yes	K. Lim - No
A. Kim – Yes	C. Shin - No
W. Kim – Yes	Motion passes : 6 – 3

**Nomination & Election of Board Vice-President:**

Rebekah Lee nominated Anieska Garcia. The motion was seconded by Anthony Kim.

Roll Call on Anieska Garcia's nomination:

S. Chung – No	R. Lee - Yes
A. Garcia – Yes	E. Min - Yes
H. Jeon – Yes	K. Lim - No
A. Kim – Yes	C. Shin - No
W. Kim – Yes	Motion passes : 6 – 3

**Committee Appointments :**

Mrs. Min asked the members to contact her regarding committee appointments. She will announce the committee chairperson and co-chairpersons at the next regular meeting.

**Board Meetings – Date, Time and Location**

RESOLVED that the Palisades Park Board of Education, pursuant to Chapter 231, Open Public Meetings Act, does hereby establish that Public Meetings for the Board of Education will be held at the Early Childhood Education Center, 270 First Street, Palisades Park, NJ according to the following schedule:

**Work Sessions and Regular Meetings shall be scheduled on the third Wednesday of each month.**

**Work Sessions will commence at 6:30 p.m.**

**Regular Meetings will begin immediately following the conclusion of the Work Session**

**Formal Action may be taken at these meetings.**

**Special or Rescheduled Meetings – As called by the Board of Education**

BE IT FURTHER RESOLVED that in order to conduct its meetings properly and efficiently, the Board shall require the following procedures to public participation at Board meetings:

- Any individual desiring to speak shall give his/her name, address, and group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its President, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

FURTHERMORE, BE IT RESOLVED that this Resolution shall be in effect only until the next annual organization meeting of the Board of Education.

Introduced by: Eun Min. Seconded by: Anieska Garcia

Roll Call:

Soo Chung – No

Anieska Garcia – Yes

Helen Jeon – Yes

Anthony Kim – Yes

William Kim – No

Rebekah Lee – Yes

Kevin Lim – No

Eun Min – Yes

Charlie Shin – No

Resolution adopted: 5 – 4

**RESOLUTION CONCERNING THE ADOPTION OF BY-LAWS & POLICIES**

**WHEREAS** it is necessary and advisable to conduct the meetings of this Board of Education according to a set of rules and procedures in addition to those established by the law of the State of New Jersey and set forth in Title 18A, and

**WHEREAS** it is also necessary and advisable that the conduct of this school system, its employees and students, and their relationships with this Board of Education be determined in the best interests of this school district,

**THEREFORE BE IT RESOLVED**, that the By-Laws and Policies in force at the last regular meeting of the Board of Education of the Borough of Palisades Park, New Jersey be and are hereby adopted as the By-Laws and Policies of this Board of Education as organized at this time.

**Annual Appointments**

- 1.) RESOLVED that the Palisades Park Board of Education appoints Rullo & Juillet Associates, Inc. Cedar Grove, N.J. as the District's Right-To-Know, PEOSH, and AHERA Consultants. Other services include Updating Hazardous Substance Fact Sheets, Filing State Required Surveys, Compiling the 3-Year Asbestos Management Plan, R-T-K training and Blood-Borne Pathogens training. Annual Fee: \$8,000.00
- 2.) RESOLVED that the Palisades Park Board of Education renews a contract with Brown & Brown Benefit Advisors, Lambertville, N.J. as the district's benefit advisors/consultants. Services include (but are not limited to) Regulatory guidance for Health Care Reform, COBRA, HIPAA, Overage Dependents, FMLA, NJ Family Leave, Medicare Part D and NJ Public Law, Chapter 78. Annual Fee: \$12,000.00
- 3.) RESOLVED that the Palisades Park Board of Education approves the appointment of Joanna Hali, Child Study Team Director, as the district's 504 Coordinator. (No stipend)

- 4.) RESOLVED that the Palisades Park Board of Education approves the appointment of the (3) Building Principals to act as the Affirmative Action Officers for their respective school buildings. (No stipend)
  
- 5.) RESOLVED that the Palisades Park Board of Education approves the appointment of the (3) Building Principals to act as HIB (Harassment, Intimidation & Bullying) Specialists/Investigators for their respective school buildings. They will be work in conjunction with their Vice-Principal or Guidance Counselor. (No Stipend)

**Motion by Eun Min, Seconded by Kevin Lim** to table the Annual Appointments. **All ayes on roll call vote.** The appointments will be revisited at the next regular meeting on Tuesday, January 24<sup>th</sup>.

#### **Designation of Official Newspapers**

**RESOLVED** that the Board of Education designates the following newspapers as the **Official Newspapers** for the Palisades Park Board of Education commencing January 10, 2023 until the next organization meeting of the Board of Education:

The Record (North Jersey)

The Star Ledger

#### **Honorary Media:**

Korean Times

Korean Daily Central News

Jersey Journal-Dispatch

#### **Official Depositories of School Funds**

##### **PART I**

#### **RESOLUTION CONCERNING THE STATUS OF BOARD OF EDUCATION WITH REFERENCE TO FUNDS IN ITS CUSTODY**

**WHEREAS** the Board of Education of the Borough of Palisades Park deems it necessary and advisable that the exact status of this Board be fixed with reference to the funds in its custody and in its control now on deposit in the PNC Bank and the Bank of of New Jersey and hereafter to be deposited in said PNC Bank and Connect One Bank; and

**WHEREAS**, the said PNC Bank and the Bank of New Jersey are hereby designated as the official depositories for the funds of this Board of Education; and

**WHEREAS**, that upon and after the adoption of this Resolution, all warrants, checks, or other instruments providing for payment of money hereafter issued by this Board of Education through its Current Account, Unemployment Trust Account, Capital Reserve Account and Food Services Account shall be signed by the Business Administrator/Board Secretary (with manual or facsimile signature); and

**WHEREAS**, all warrants, checks, or other instruments providing for the payment of money hereafter issued by this Board of Education through its Athletic Account shall be signed by the Director of Athletics and the Business Administrator/Board Secretary; through its Junior/Senior High School Student Activities Account shall be signed by the Treasurer and the Business Administrator/Board Secretary; through its Lindbergh School Student Activities Account shall be signed by the Treasurer and the Business Administrator/Board Secretary (with manual or facsimile signature); and

**WHEREAS** all warrants, checks, or other instruments providing for the payments of money hereafter issued by this Board of Education through its Salary Account and Agency Account shall be signed by the Business Administrator/Board Secretary (with manual or facsimile signature) only;

**THEREFORE, BE IT RESOLVED**, that a copy of this Resolution, certified to be a true copy by the Board Secretary of this Board of Education, be delivered to the PNC Bank and Connect One Bank within twenty-four hours from and after the adoption thereof.

**PART II**  
**RESOLUTION CONCERNING THE STATUS OF BOARD OF EDUCATION**  
**WITH REFERENCE TO FUNDS IN ITS CUSTODY**

**WHEREAS**, the Board of Education has authorized establishing a savings account in Connect One Bank, Fort Lee, New Jersey for the Student Aid/Scholarship Account, Cultural Enhancement Program Account, After School Program Account funds, and Student Activities Accounts, it is now resolved that this account be authorized to continue as a market rate checking account; and

**THEREFORE, BE IT RESOLVED**, that all warrants, checks or other instruments providing for the payment of money hereafter issued by the Board of Education through its Student Aid/Scholarship Account, Cultural Enhancement Program Account, After School Program Account shall be signed by the Business Administrator or the Board Secretary. The Student Activities Accounts shall be signed by the Business Administrator or the Board Secretary and the Student Activities School Treasurers (all with manual or facsimile signatures).

**PART III**

**WHEREAS**, the Board of Education of the Borough of Palisades Park deems it necessary and advisable that the exact status of this Board be fixed with reference to the funds in its custody and in its control now and hereafter, to be deposited in the PNC Bank, Palisades Park, NJ and Connect One, Fort Lee, NJ; and

**THEREFORE, BE IT RESOLVED**, that the PNC Bank, Palisades Park, NJ and Connect One Bank, Fort Lee, NJ are hereby designated as depositories for the funds of this Board of Education.

**Establishment of Petty Cash Funds**

**BE IT RESOLVED** that the Board of Education approves the establishment of the following petty cash accounts commencing January 1, 2023 through December 31, 2023:

<i>Location</i>	<i>Amount</i>	<i>Designee</i>
<i>BOE/Supt's Office</i>	<i>\$150.00</i>	<i>Diane Montemurro</i>
<i>Early Childhood Center</i>	<i>\$150.00</i>	<i>Charlene Alpher</i>
<i>Lindbergh School</i>	<i>\$200.00</i>	<i>Sophie Lee</i>
<i>Jr/Sr High School</i>	<i>\$200.00</i>	<i>Giovanna Benitez</i>
<i>CST Office (ECC &amp; LS)</i>	<i>\$150.00</i>	<i>Jamie Vaughan</i>

**BE IT FURTHER RESOLVED** that these funds are to be used for **emergency expenditures only**, and not to subvert the intent of the purchase order procedures.

**No single expenditure shall exceed \$50.00** and shall not include sales tax.

Failure to abide by these regulations will result in the account being closed.

**Resolution Approving Travel Limitations**

WHEREAS the Palisades Park Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities; and

WHEREAS approval for travel and related expenses requires **prior written approval** by the Superintendent of Schools and approval by a majority of the full voting membership of the Board at a regular meeting; and

WHEREAS, the Board shall allocate in its annual budget a maximum travel expenditure of \$10,000.00, and review its policy to assure that it properly reflects the amount budgeted; and

THEREFORE, BE IT RESOLVED, that the Board approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3 to a maximum expenditure of \$150.00 for staff members and Board Members per workshop, conference or visitation.

**Tax Shelter Annuity Companies**

BE IT RESOLVED that the Palisades Park Board of Education approves the following Tax Shelter Annuity Plans to be offered to district employees:

Mass Mutual/Capstone Financial

Aspire Financial

AXA Equitable Insurance Company

AIG Valic

Great American Plan Administrators

Security Benefits Group

**State Contract Vendors**

BE IT RESOLVED that the Palisades Park Board of Education approves the following State Contract vendors utilized by the district:

<b><u>Vendor</u></b>	<b><u>State Contract No.</u></b>
Apple Financial Services	70259
Demco	80987
EBSCO	82722
W.W. Grainger	79875
Home Depot	83930
Lakeshore Learning	80991
MRA International	89974
Office Business Systems	83896
Savin (copiers)	40468
Scientific Boiler Water Co.	42246

<u>Vendor</u>	<u>State Contract No.</u>
School Specialty	80986
Staples Advantage	77249
Stewart Business Systems	64041
Verizon	82583
Verizon Wireless	82236
Xerox Corp.	82703

**Adjournment:**

Motion to adjourn made by Eun Min, seconded by Anieska Garcia, all eyes on roll call vote.

**Announcement:**

Everyone is invited to join the newly elected Board members for a celebration at the Fort Lee Engine Co. #4 fire house located at 4 Brinkerhoff Avenue, Fort Lee, NJ.



Aleksandar Kondovski