

MINUTES OF A REORGANIZATION MEETING  
OF THE  
RUTHERFORD BOARD OF EDUCATION  
MAY 3, 2004

A reorganization meeting of the Board of Education was held on Monday evening, May 3, 2004 in the High School Library. Meeting was called to order at 7:30 P.M. with the Pledge of Allegiance to the Flag.

**N.J. OPEN PUBLIC MEETINGS LAW**

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 meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Rutherford Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted on the bulletin board outside the Borough Clerk's Office, mailed to the News Leader, Herald, South Bergenite, and the Record newspapers, and filed with the Borough Clerk.

**TAPING AND BROADCASTING OF MEETINGS**

As approved by the Rutherford Board of Education, we are taping and broadcasting our worksessions and regular meetings. These meetings will be broadcast without editing during a two-hour time segment on Tuesday evenings at 8:00 PM on the Comcast public access channel. At the conclusion of the two-hour segment, the broadcast will end regardless of what part of the meeting is currently being viewed due to the Comcast time constraint. Any member of the public who wishes to view the two-hour tape should make a written request to the Board Secretary who will have a copy of the tape made available within two weeks of the request. There will be a nominal fee charged for this tape reproduction. We welcome comments from residents viewing the broadcast.

**RESULTS OF ANNUAL SCHOOL ELECTION MEETING**

The School Business Administrator/Board Secretary announced the results of the Annual School Election, announcing that Stephen Jasko, Kevin McLean, and Karen Williams were elected to the Board for three-year terms, and that the budget proposition for general fund expenses in the amount of \$25,712,697 had passed 953 – 689.

**OATH OF OFFICE**

1. The School Business Administrator/Board Secretary administered the oath of office to the newly elected Board Members Stephen Jasko, Kevin McLean, and Karen Williams.

**On roll call the following members were present:** Mrs. Ahmed, Mr. Casadonte, Mrs. Cevasco, Mr. Ferguson, Mr. Jasko, Mr. McLean, Mrs. Monahan, Mr. Novosielski, and Mrs. Williams. Mrs. Conbn and Mr. Brown were also present for the meeting.

**BOARD PRESIDENT**

2A. Motion by Mrs. Monahan, seconded by Mr. Casadonte, that Mrs. Cevasco be nominated for the office of President of the Board of Education.

2C. Motion by Mrs. Williams, seconded by Mr. Ferguson, that nominations be closed.

Approved.

**The School Business Administrator/Board Secretary turned the meeting over to Mrs. Cevasco, the newly elected President.**

**BOARD VICE PRESIDENT**

3.A. Motion by Mr. Ferguson, seconded by Mr. Casadonte, that Mrs. Monahan be nominated as Vice President of the Rutherford Board of Education.

3C. Motion by Mr. Ferguson, seconded by Mrs. Williams, that nominations be closed.

Approved.

**Motion by Mrs. Monahan, seconded by Mr. Casadonte to approve Items #4 through #17.**

**BOARD MEETING  
SCHEDULE 2004-2005**

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adopt the following Board meeting schedule for the 2004-2005 school year. Meetings are to be held at 7:30 P.M. in the High School Library unless otherwise noted.

**Rutherford Board of Education  
Regular Meeting Schedule  
2004-2005**

May	10	Regular Meeting	7:30 p.m.
June	7	Worksession	7:30 p.m.
	14	Regular Meeting	7:30 p.m.
	28	Worksession	1:00 p.m.
		Regular Meeting	7:30 p.m.
July	12	Worksession/Regular Meeting	7:30 p.m.
August	9	Worksession/Regular Meeting	7:30 p.m.
	30	Worksession	7:30 p.m.
September	13	Regular Meeting	7:30 p.m.
October	4	Worksession	7:30 p.m.



November	1	Worksession	7:30 p.m.
	8	Regular Meeting	7:30 p.m.
December	6	Worksession	7:30 p.m.
	13	Regular Meeting	7:30 p.m.
January	3	Worksession	7:30 p.m.
	10	Regular Meeting	7:30 p.m.
February	7	Worksession	7:30 p.m.
	14	Regular Meeting	7:30 p.m.
March	7	Worksession	7:30 p.m.
	14	Regular Meeting	7:30 p.m.
	28	Worksession/Budget Hearing	7:30 p.m.
April	11	Regular Meeting	7:30 p.m.
May	2	Reorganization Meeting	7:30 p.m.

APPOINTMENTS

5A. Motion that the following person or firm be appointed, to the position listed, through the 2005 Organization Meeting:

- |                                  |                                       |
|----------------------------------|---------------------------------------|
| Public Agency Compliance Officer | --Mr. Robert R. Brown, Jr.            |
| Treasurer                        | --Mr. Edward Cortright                |
| Medical Inspector                | --Dr. David L. Isralowitz             |
| Affirmative Action Officer       | --Mrs. Hazel Ralph                    |
| Sec. 504 Coordinator             | --Mrs. Judith DePasquale              |
|                                  | --Mrs. Joan DeLuise                   |
|                                  | --Mrs. Marie Fletcher                 |
|                                  | --Mrs. Beverly Walker                 |
| District Architect               | --Chapin Architectural Services, P.A. |
| District Auditor                 | --Inverso and Stewart, LLC            |

APPOINTMENTS

5B. Motion that the following person or firm be appointed, to the position listed, through the 2005 Organization Meeting:

- |                |                  |
|----------------|------------------|
| Board Attorney | --Rodney T. Hara |
|----------------|------------------|

SECRETARY PRO-TEM

6. BE IT RESOLVED THAT THE RUTHERFORD BOARD OF EDUCATION that in the absence of the School Business Administrator/Board Secretary, the Superintendent of Schools is appointed Secretary pro-tem, and in the absence of both the School Business Administrator/Board Secretary and the Superintendent of Schools, the Vice President of the Board of Education is appointed Secretary pro-tem.

DEPOSITORIES

7. BE IT RESOLVED THAT THE RUTHERFORD BOARD OF EDUCATION authorizes the School Business Administrator/Board Secretary to invest excess funds in approved banking institutions, such institutions being covered by the Governmental Unit Deposit Act.

- Boiling Springs Savings & Loan, Rutherford, N.J.  
 Fleet Bank, Rutherford  
 NJ ARM

SCHOOL DISTRICT WARRANTS

8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the following officers' signatures be approved for school district warrants:  
 President or Vice President and  
 School Business Administrator/Board Secretary or Superintendent of Schools and  
 Treasurer

PAYROLL CHECKS

9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Treasurer be designated to sign the Payroll Checks.

PAYROLL AGCY CHECKS

10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the School Business Administrator/Board Secretary or the Superintendent of Schools and the Treasurer be authorized to sign the Payroll Agency Checks.

CAFETERIA CHECKS

11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Superintendent of Schools, the School Business Administrator/Board Secretary or the Treasurer be authorized to sign the Cafeteria Checks-such checks requiring two of the above three signatures.

PETTY CASH CHECKS

12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Superintendent of Schools, the School Business Administrator/Board Secretary or the Treasurer be authorized to sign the Petty Cash Checks-such checks requiring two of the above three signatures.

SCHOOL ACTIVITIES CHECKS 13. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Superintendent of Schools, the School Business Administrator/Board Secretary or the Treasurer be authorized to sign the School Activities Checks, such checks requiring two of the above three signatures.

UNEMPLOYMENT COMP. ACCOUNT CHECKS 14. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Superintendent of Schools, the School Business Administrator/Board Secretary or the Treasurer be authorized to sign the Unemployment Compensation Account Checks, such checks requiring two of the above three signatures.

ATHLETIC ACCOUNT CHECKS 15. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Athletic Director and the High School Principal be authorized to sign the Athletic Account Checks, such checks requiring two signatures.

IMPROVEMENT AUTHORIZATION CHECKS 16. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the following officers' signatures be authorized to sign the Improvement Authorization Checks:

President or Vice President and  
School Business Administrator/Board Secretary or Superintendent of Schools and  
Treasurer

BUSINESS CONDUCT 17. BE IT RESOLVED THAT THE RUTHERFORD BOARD OF EDUCATION will conduct the business of the Board of Education according to the appropriate statutes, administrative codes, rules, regulations, and policies and procedures of the district, which are hereby readopted.

Roll Call Vote Items #4 through #17:

Mrs. Ahmed – aye	Mr. Ferguson – aye	Mrs. Monahan – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye, no #5B
Mrs. Cevasco – aye	Mr. McLean – aye	Mrs. Williams – aye

BOARD MEMBER CODE OF ETHICS 18. Resolution by Mrs. Monahan, seconded by Mr. Novosielski. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Board of Education adopt Board Member Code of Ethics, as adopted May 10, 1975 by the Delegate Assembly, New Jersey School Boards Association, as follows:

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.*

Roll Call Vote Item #18:

Mrs. Ahmed – aye	Mr. Ferguson – aye	Mrs. Monahan – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mr. McLean – aye	Mrs. Williams – aye

**Motion by Mrs. Monahan, seconded by Mr. Novosielski to approve Items #19 through #28.**

ADVERTISEMENTS/NEWSPAPERS 19. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the School Business Administrator/Board Secretary be authorized to advertise for Bids for school supplies, equipment, and services as outlined in the statutes governing local public contracts, and other

The Herald & News  
 The Leader of Rutherford  
 The Record  
 The South Bergenite  
 The Star Ledger

- COOPERATIVE PRICING 20. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that authorization be granted for participation in a cooperative pricing program with the County of Bergen for the purchase of selected items needed for continued operation of schools. (N.J.S. 40A:11-11(5))
- REP. TO JOINTURE COMM. 21. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint Mrs. Leslie Conbn as the district's representative to the South Bergen Jointure Commission from July 1, 2004 until the 2005 reorganization meeting.
- N.J.S.I.A.A. 22. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that Rutherford High School be enrolled as a member of the N.J.S.I.A.A. to participate in the approved interscholastic athletic programs sponsored by the N.J.S.I.A.A. under Ch. 172, L1979 (NJSA 18A:11-3, et seq).
- WORKERS COMP. 23. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that authorization be granted for participation in the South Bergen Region VII Workers Compensation Pool.
- POLICIES 24. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the existing policies of the Rutherford Board of Education for the 2004-2005 school year.
- TEXTBOOKS 25. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the existing elementary and high school textbooks for the 2004-2005 school year.
- 5-YEAR CURRICULUM CYCLE 26. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the 5-Year Curriculum Cycle for the Rutherford Public Schools for the 2004-2005 school year.
- CURRICULUM 27. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the existing elementary and high school curriculum for the 2004-2005 school year.
- PURCHASING AGENT 28. WHEREAS, the Rutherford Board of Education recognizes the fact that Mr. Robert Brown meets the qualifications to be a qualified purchasing agent; THEREFORE, BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint Mr. Robert Brown as a qualified purchasing agent for the Rutherford School District, to be renewed on an annual basis.

Roll Call Vote items #19-#28:

Mrs. Ahmed – aye	Mr. Ferguson – aye	Mrs. Monahan – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mr. McLean – aye	Mrs. Williams – aye

ADJOURNMENT: Motion by Mr. Ferguson, seconded by Mr. Novosielski, that the meeting be adjourned at 7:50 P.M.

Approved.

Respectfully submitted,

Robert Brown  
 School Business Administrator/Board Secretary