

**FREEHOLD TOWNSHIP BOARD OF EDUCATION**  
**January 3, 2017**  
**Reorganization Meeting Minutes**

***The mission of the Freehold Township Schools, in partnership with our community, is to prepare all students to be responsible citizens and life long learners.***

The Freehold Township Board of Education met in Special Session on Tuesday, January 3, 2017, at the Board Office of the Freehold Township School District, 384 West Main Street, Freehold, New Jersey, County of Monmouth.

The meeting was called to order at 7:05 p.m.

Mrs. Tepper read the following statement in conformance with the "Open Public Meetings Act", Chapter 231, PL1975, effective January 19, 1976:

"A notice listing the time, date and place of this meeting was posted on the public bulletin board of all Freehold Township Schools, on the entrance door to the Administrative Offices of the Board of Education, on the district website, at the Office of the Freehold Township Clerk and published in the Asbury Park Press on January 8, 2016 and the News Transcript on Wednesday, January 13, 2016."

**PLEDGE OF ALLEGIANCE**

Mrs. Tepper led the Board in the pledge of allegiance.

**CERTIFICATION OF ELECTION RESULTS**

Mrs. Tepper read the election results:

Three Year Terms:

Dan DiBlasio	6,596 votes
Jennifer Patten	5,541 votes
Elena O'Sullivan	7,063 votes

**OATH OF OFFICE**

Mrs. Tepper gave the Oath of Office to the following newly elected Board Members:

Daniel DiBlasio – 3 year term  
Jennifer Patten – 3 year term  
Elena O'Sullivan – 3 year term

**ROLL CALL**

Board Members Present: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert, Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Board Members Absent:

Also Present: Dr. Ross Kasun, Superintendent; Mr. Neal Dickstein, Assistant Superintendent; Mrs. Pamela Haimer, Assistant Superintendent; Mrs. Ilene Tepper, Assistant Business Administrator; staff members; township residents.

**NOMINATIONS AND ELECTION OF PRESIDENT**

The Board Secretary called for nominations for President.

Mrs. Holtz nominated Mr. Marion for President of the Board of Education. Mr. Amoroso seconded the motion.

## ROLL CALL VOTE:

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

Mr. Marion was elected President of the Board of Education.

## NOMINATIONS AND ELECTION OF VICE-PRESIDENT

The President called for nominations of Vice-President.

Mr. Amoroso nominated Mr. Levy for Vice President of the Board of Education. Mrs. Lambert seconded the motion.

## ROLL CALL VOTE

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

Mr. Levy was elected vice-president of the Board of Education.

## CODE OF ETHICS TRAINING SESSION

Mrs. Tepper reviewed the code of ethics with the board members.

## MEETING SCHEDULE

On motion of Mrs. Lambert, seconded by Mr. Levy, authorization was given to approve the following:

The Superintendent recommends approval of the Board of Education, pursuant to N.J.S.A. 10:4-18, to adopt the following as its schedule of meetings for the 2017 year, which will all be open to the public. Formal action may be taken at any of the meetings scheduled below. The schedule for Regular Meetings for the 2017 year will be as follows:

<b>Date</b>	<b>Location</b>
January 17, 2017	Board Office
February 14, 2017	Board Office
February 21, 2017: Budget Workshop	Board Office*
February 28, 2017	Board Office
March 7, 2017 Budget Workshop	Board Office*
March 14, 2017 Adopt Tentative Budget	Board Office
March 28, 2017	Board Office
April 25, 2017	Board Office
May 9, 2017	Board Office
May 23, 2017	Board Office
June 13, 2017	Board Office
June 27, 2017	Board Office
July 25, 2017	Board Office
August 29, 2017	Board Office
September 12, 2017	Board Office
September 26, 2017	Board Office
October 17, 2017	Board Office

November 14, 2017	Board Office
December 19, 2017	Board Office
January 2, 2018: Reorganization of the Board	Board Office**

\* Budget Workshop at 7 p.m.

\*\* Reorganization meeting at 7 p.m.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

**APPOINTMENTS AND SIGNATORIES**

On motion of Mrs. Lambert, seconded by Mr. Levy, authorization was given to approve the following:

1. The Superintendent recommends all board members possess the qualifications required by law and shall be bound by the provisions of the School Ethics Act.
2. The Superintendent recommends approval of name stamps for the Board of Education President and Superintendent on all checks to vendors, all payroll checks and all agency accounts for 2017.
3. The Superintendent recommends approval of checks generated by the custodial system with pre-signed signatures of the Board President, Superintendent, and Business Administrator/Board Secretary for 2017.
4. The Superintendent recommends the appointment of Mr. Levy as the District's Representative to the Monmouth Ocean Educational Services Commission for 2017.
5. The Superintendent recommends the appointment of Mrs. Lambert as the District's Representatives to the Monmouth County School Board Association Legislative Committee for 2017.
6. The Superintendent recommends the appointment of Mr. Amoroso as the District's Delegate to the New Jersey School Boards Delegate Assembly for 2017.
7. The Superintendent recommends the appointment of Mr. Hudak as the District's Liaison to the Freehold Municipal Alliance to Prevent Substance Abuse.
8. The Superintendent recommends approval of the appointment of Robert DeVita, Business Administrator, as Board Secretary, as the Safety and Health Designee, as the Custodian of Records, and as the Public Agency Compliance Officer for 2017. Further, it is recommended that Robert DeVita, Business Administrator, be authorized to award contracts on behalf of the Freehold Township Board of Education that are in the aggregate less than 15% of the bid threshold (Currently \$6,000) without soliciting competitive quotations, and to seek competitive quotations, when applicable and practicable, and award contracts on behalf of the Freehold Township Board of Education when contracts in the aggregate exceed 15% of the bid threshold, but are less than the bid threshold of \$40,000.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

On motion of Mrs. Lambert, seconded by Mrs. Holtz, authorization was given to approve the following:

## PUBLIC NOTICE

9. The Superintendent recommends approval of the Asbury Park Press as the official newspaper for the advertisement of legal notices and receipt of notices and to designate the News Transcript as the secondary newspaper for legal advertisements for the Freehold Township Board of Education for the year 2017. Notices of meetings will be posted in the Board of Education Administrative Office, in each of the school buildings, on the District website, and at the Office of the Freehold Township Clerk.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

On motion of Mr. Levy, seconded by Mrs. Patten, authorization was given to approve the following:

## BY-LAWS, POLICIES, AND REGULATIONS

10. The Superintendent recommends the approval of all By-laws, Policies, and Regulations previously in effect for the year 2017.
11. The Superintendent recommends approval of the appointment of Robert M. DeVita, Business Administrator, as Board Secretary, for the year 2017.
12. The Superintendent recommends approval of the appointment of Ilene Tepper as Assistant Board Secretary for the year 2017.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

On motion of Mr. Hudak, seconded by Mr. Amoroso, authorization was given to approve the following:

## CLAIMS AUDITOR PRE-PAYMENT AUTHORITY

13. The Superintendent recommends approval that for the year 2017 the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

On motion of Mr. Amoroso, seconded by Mrs. O'Sullivan, authorization was given to approve the following:

## FEE FOR COPIES OF PUBLIC DOCUMENTS

14. The Superintendent recommends approval that a photocopy fee of five cents (\$.05) per page for printed matter of letter size page or smaller and seven cents (\$.07) per page for printed matter of legal size or larger for official Board Minutes and other public documents for the year 2017.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

On motion of Mrs. Patten, seconded by Mr. Levy, authorization was given to approve the following:

## PARLIAMENTARY PROCEDURES

15. The Superintendent recommends approval to adopt the Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the year 2017.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

On motion of Mr. DiBlasio, seconded by Mrs. Lambert, authorization was given to approve the following:

## ORGANIZATIONAL CHART

16. The Superintendent recommends approval of the Organizational Chart for the Board of Education. This document is available in the board office for your review.

**Motion carried by voice vote as follows:**

Ayes: Mr. Amoroso, Mr. DiBlasio, Mrs. Holtz, Mr. Hudak, Mrs. Lambert,  
Mrs. O'Sullivan, Mrs. Patten, Mr. Levy, Mr. Marion

Nays:

Abstain:

Absent:

## PRESIDENT'S REMARKS

Mr. Marion wished everyone a Happy New Year. He thanked the Board for the opportunity to serve as President.

PUBLIC PARTICIPATION

Mary Cozzolino, 55 Cornell Court – Congratulated the board members. She asked about a “Miss Linda” who works in the cafeteria and was transferred to another school. She read out loud a petition regarding the parents and students wanting the continued service of Linda.

Beckett Raya, 55 Cornell Court – The son of Mrs. Cozzolino also spoke out on the matter.

Jeff Fata, 29 Tuscan Drive – Has 3 students in the Freehold Township School District. Parent teacher meetings have been reduced from 2 to 1 per year. Dr. Kasun responded that the change is due to contractual obligations (Union contract). He said that parents should call the teacher to set up communication earlier in the year. Dr. Kasun will set up a meeting at the Catena School to explain the number grading system to parents.

ADJOURNMENT

On motion of Mrs. Holtz and seconded by Mrs. Patten, and by unanimous voice vote of those present, the meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Ilene Tepper  
Assistant Business Administrator/Board Secretary  
IT:db