

**HANOVER TOWNSHIP BOARD OF EDUCATION
ANNUAL REORGANIZATION MEETING
MINUTES
January 4, 2024**

I. Opening -

The meeting was called to order by Mrs. Vanessa Wolsky, Business Administrator at 6:30 p.m. in the IMC at Memorial Junior School, 61 Highland Avenue, Whippany, New Jersey 07981.

Mrs. Wolsky read the following statement:

In accordance with P.L. 1975, Chapter 231, notice of this meeting was provided to the newspaper of record, appropriately posted and sent to the Township Clerk on January 23, 2023.

Mrs. Wolsky led the flag salute.

II. Secretary's Report

Mrs. Wolsky said, "Election Day was Tuesday, November 7. In the Board of Education race there were a total of six candidates running for three 3 year seats. At said election William McCabe, Christopher Mattessich and Michelle Stricchiola were duly elected to the office of Member of The Hanover Township Local Board of Education for a three year term.

Mrs. Wolsky administered the Oath of Office to Mr. Mattessich, Mr. McCabe and Mrs. Stricchiola.

Mrs. Wolsky then called the roll:

Present: Board Members:

Mr. Jeffrey Basile
Mr. Marc Amoresano
Mrs. Christine Egbert
Mrs. Gina Johnston
Mr. Gregory Skiff
Mr. Christopher Mattessich
Mr. William McCabe
Mrs. Michelle Stricchiola
Mrs. Lisa Bomengo

Superintendent
School Business Administrator/
Board Secretary

Mr. Michael Wasko
Mrs. Vanessa Wolsky

Board Attorney

Ms. Danielle Panizzi

III. Public Comments on Agenda – None

IV. Election of Officers

A. President

Mrs. Wolsky asked for nominations for the office of President of the Board of Education. Mrs. Egbert nominated Mrs. Bomengo, Mr. Amoresano seconded the nomination.

Motion by Mr. Amoresano and seconded by Mrs. Johnston to close the nominations.

Voice Vote: Unanimous

Mrs. Wolsky declared Mrs. Bomengo as President of the Board of Education and turned the remainder of the meeting over to her.

B. Vice-President

Mrs. Bomengo asked for nominations for the office of Vice President of the Board of Education. Mrs. Bomengo nominated Mr. Amoresano, Mrs. Johnston seconded the nomination.

Motion by Mr. Mattessich and seconded by Mr. McCabe to close the nominations.

Voice Vote: Unanimous

Mrs. Bomengo declared Mr. Amoresano as Vice President of the Board of Education.

V. Discussion of Code of Ethics for Board Members

Code of Ethics for School Board Members

Resolved, that the Hanover Township Board of Education adopts the following **Code of Ethics** for School Board Members, 18A:12-24-1:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education 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 matter 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 solution.

BE IT FURTHER RESOLVED, that the School Ethics Act and code of Ethics for School Board Member has been received and discussed: and

BE IT FUTHER RESOLVED, that the Policies and Procedures regarding training of district Board of Education members has been adopted; and

BE IT FURTHER RESOLVED, that each Board of Education member acknowledges receipt of and has become familiar with the Code of Ethics for School Board Members.

VI. Motion To Convene in Executive Session

Move to adopt the following resolution:

BE IT RESOLVED THAT the Hanover Township Board of Education will convene in executive session immediately to undertake discussions concerning a personnel matter and,

BE IT FURTHER RESOLVED THAT the nature of the discussion is expected to be disclosed to the pub The Board is expected to reconvene at 7:00 p.m.

Motion: Mrs. Bomengo **Second:** Mr. Amoresano **Approved:** Unanimous

Motion to reconvene Public Meeting at 7:00 p.m.

Motion: Mr. Amoresano **Second:** Mrs. Johnston **Approved:** Unanimous

VII. Reorganization Actions

1. Designate the Hanover Eagle/Regional Weekly News, Morris County's Daily Record, and The Star-Ledger, as official newspapers.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

2. Designate Tuesday at 7:30 p.m. in the Library/Media Center of the Memorial Junior School for Regular Meetings and Executive Sessions as indicated on the attached schedule, **Attachment "A"**.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

3. Approve the appointment of the PNC Bank, N.A. as the depository of record for funds of the Hanover Township Board of Education and authorize the PNC Bank, N.A. to honor the signatures for the bank accounts, effective 1/4/24, **Attachment "B"**.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

4. Authorize the PNC Bank, N.A. to honor the facsimile signatures of the President of the Board of Education, the Board Secretary, and the Treasurer of School Monies.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

5. Authorize a Funds Transfer Agreement with PNC Bank, N.A. for the transfer of funds by wire from accounts at PNC Bank to any other account with PNC Bank or to other accounts that are designated as public depository for Board funds to be initiated by the Business Administrator/Board Secretary.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

6. Designate the following for solicitation of quotes and possible investment of Board funds:

PNC Bank, N.A.
Bank of America
Wells Fargo Bank
TD Bank
Chase Bank
Valley National Bank
State of New Jersey Cash Management

and any other bank holding a current certificate of eligibility from the New Jersey Banking Association, and authorize the Business Administrator/Board Secretary to invest idle funds periodically, and report investments to the Board.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

7. Authorize the Business Administrator/Board Secretary to periodically invest Board funds in Bonds or other obligations of the U.S. Treasury or obligations guaranteed by the U.S. Treasury in accordance with Title 18A:20-37 and report investments to the Board.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

8. Adopt the Board Policy Manual currently in existence.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

9. Appoint the law firm of Cleary Giacobbe Alfieri Jacobs, LLC of Oakland, New Jersey to serve as legal counsel for General, Special Education and Labor Relations services from the reorganization 1/4/24 to the reorganization meeting in January 2025, at the hourly rate of \$175 per hour for partners and associates, \$90 per hour for paralegals.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

10. Appoint the following:
 - a. **Board Secretary** – Vanessa M. Wolsky
 - b. **Auditor** - Raymond Sarinelli, CPA - Nisivoccia & Company, Randolph, N. J.
 - c. **Architect of Record** – Anthony Gianforcaro, AIA
Gianforcaro Architects, Engineers & Planners, Chester N. J.
 - d. **Mechanical Engineer** - Gianforcaro Architects, Engineers & Planners, Chester, N. J.
 - e. **Environmental Consultant** - RK Occupational and Environmental Analysis, Inc., Phillipsburg, N. J.
 - f. **Engineers** - Melick-Tully and Associates, P.C., South Bound Brook, N. J.
Omland Consulting Engineers and Planners, (for construction purposes), Cedar Knolls, N. J.
 - g. **Computer Support Services** -
CDK Systems, Great Meadows, N. J.
R&L Data Centers, Bloomsbury, NJ
 - h. **School Medical Inspector** – Dr. Michael Kelly, ProCare Medical Associates, LLC, Livingston, NJ
 - i. **District Attendance Officer** – Roberto Camean, Principal,
Salem Drive School
 - j. **AHERA Designated Person** – Thomas Gaveglio, Supervisor of Buildings and Grounds
 - k. **Integrated Pest Management Coordinator** – Thomas Gaveglio,
Supervisor of Buildings and Grounds
 - l. **AED Services** – LifeSafe Services, Jacksonville, FL.
 - m. **Board of Education Policy Service** - Strauss Esmay,
Toms River, NJ
 - n. **Website Host** – Active Internet Technologies (Finalsite)

- o. **E-Rate** – Educational Consortium for Telecom Savings
- p. **Insurance Brokers of Record-**
 Brown & Brown Employee Benefits Consulting Services for Dental & Vision Plans
 Morris Essex Insurance Group (MEIG)
 Student Accident Insurance in Mutual of Omaha through Bollinger
- q. **Appraiser-** Fixed Assets – Kroll, LLC., Atlanta, GA
- r. **Affirmative Action** –
 Vanessa M. Wolsky, Affirmative Action Officer
 Public Agency Compliance Officer
 Aaron Wasserman, Affirmative Action Officer
- s. **Co-Custodians of Governmental Records**
 Vanessa M. Wolsky, Business Administrator/Board Secretary
 Michael J. Wasko, Superintendent of Schools
- t. **504 Compliance Officer**
 Gregory Margolis, Director of Special Education
- u. **Petty Cash Accounts Titles and Maximums -**

Business Administrator/Board Secretary	\$ 500
Principal, Bee Meadow School	\$ 400
Principal, Mountview Road School	\$ 400
Principal, Salem Drive School	\$ 400
Principal, Memorial Junior School	\$ 400
Assistant Principal, Memorial Junior School	\$ 200
Superintendent of Schools	\$ 400
Supervisor of Buildings and Grounds	\$ 200
Transportation Coordinator	\$ 300
Director of Special Education	\$ 200
Director of Curriculum	\$ 200
Hanover Twp. School-Age Child Care	<u>\$2,800</u>
Total	\$6,400
- x. **Purchasing Agent** –Vanessa M. Wolsky
- y. **Tax Shelter Annuity Companies per Attachment “C”**
- z. **Asbestos Management Officer** – Thomas Gaveglio
- aa. **Indoor Air Quality Designee** – Thomas Gaveglio
- bb. **Right to Know Officer** – Thomas Gaveglio
- cc. **Chemical Hygiene Officer** – Michael S. Anderson
- dd. **Safety & Health Designee** – Jacob Ziegler
- ee. **Substance Awareness Coordinator** – TBD
- ff. **Homeless Liaison** – Vanessa Wolsky
- gg. **District Wellness Policy Coordinator** - Roberto Camean
- hh. **School Safety Specialist** – Gregory Margolis

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

- 11. Adopt the following resolution:
"BE IT RESOLVED"

- a. In Compliance with the Open Public Meetings Act, L. 1975, c. 231, public meetings of the Hanover Township Board of Education shall be held monthly on a Tuesday as indicated on the attached Schedule of Meetings Exhibit A. Said meetings to be held in the Library/Media Center of the Memorial Junior School, 61 Highland Avenue, Whippany, New Jersey.
- b. Notice of the aforesaid meetings and of all other public meetings hereafter scheduled, whether same be revised or additional meeting dates, shall be given in accordance with the terms of said Act by posting notices on the bulletin board in the foyer of the entrance to the Board Office in the Memorial Junior School, 61 Highland Avenue, Whippany, New Jersey by filing same with the Municipal Clerk and by furnishing same to the Hanover Eagle/Regional Weekly News, Morris County's Daily Record, and The Star-Ledger, which newspapers are hereby designated as having the greatest likelihood of informing the public of such meetings.
- c. Any person who requests that agenda of meetings be mailed to him/her shall prepay to the Secretary of the Hanover Township Board of Education the sum of \$25.00 per year to cover the cost of mailing same, provided, however, that requests for such agenda made by news media, past Board Members, current PTA Presidents, Hanover Township Clerk, Board Secretaries and Superintendents of the regional and member districts, the Hanover Township Education Association, and the Whippanong Library, shall be granted without cost.
- d. This resolution shall take effect immediately and shall be subject to superseding actions by this public body.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

- 12. Adopt Parliamentary Procedure and Roberts Rules of Order to conduct meetings.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

- 13. Authorize the School Board Secretary/Business Administrator to pay board obligations between board meetings with said payments being ratified at the next regularly scheduled board meeting.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

- 14. Authorize the School Board Secretary/Business Administrator to award contracts up to the current bid threshold as set by the Division of Local Government Services and further set the quote threshold at 15% of the bid threshold.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

15. Approve procurement of goods and services through State Contracts, Cooperative Purchasing Agencies and via Shared Services with other local government agencies.

Motion: Mrs. Bomengo **Second:** Mrs. Johnston **Roll Call:** 9 yes, 0 no

VIII. Board Actions

A. PERSONNEL

Upon recommendation of the Superintendent, move to:

1. Approve the termination of employment contract, effective 1/5/24, for the following employee: **Employee ID # 4515**

Motion: Mrs. Bomengo **Second:** Mr. Amoresano **Roll Call:** 9 yes, 0 no

D. PUBLIC RELATIONS

Upon recommendation of the Superintendent, move to:

1. Approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (2023 Revisions), and in conjunction with the required Memorandum of Understanding, reviewed and approved on 1/3/24 by Michael Loock, Chief, Hanover Township Police Department and Michael J. Wasko, Superintendent, Hanover Township Public Schools. (A copy of the Agreement is on file in the Board of Education office.)

Motion: Mrs. Bomengo **Second:** Mr. Skiff **Roll Call:** 9 yes, 0 no

COMMITTEE ASSIGNMENTS

Move to Adopt Committee Assignments:

Personnel – Chair: Bill McCabe, Members: Marc Amoresano, Gina Johnston

Finance/Transportation/Physical Plant – Chair: Marc Amoresano, Members: Jeff Basile, Chris Mattessich

Curriculum, Technology & Student Achievement – Chair: Gina Johnston, Members: Greg Skiff, Michelle Stricchiola

Public Relations – Chair: Christine Egbert, Members: Jeff Basile, Chris Mattessich

Policy – Chair: Greg Skiff, Members: Marc Amoresano, Michelle Stricchiola

PTA Advisory – Michelle Stricchiola, Lisa Bomengo

Liaison to Township Committee – Christine Egbert (PR), Jeff Basile (FTPP)

MCSBA – Gina Johnston, Bill McCabe

NJSBA – Greg Skiff, Lisa Bomengo

ESC of Morris – Marc Amoresano, Lisa Bomengo

Legislative Update – Greg Skiff, Bill McCabe

Annual Reorganization Meeting

1/4/24

Motion: Mrs. Bomengo

Second: Mrs. Egbert

Roll Call: 9 yes, 0 no

IX. Public Comments – Any - None

X. Adjournment of Reorganization Meeting - 7:04 p.m.

Motion: Mr. Amoresano

Second: Mrs. Johnson

Approved: Unanimous

Respectfully Submitted,



Vanessa M. Wolsky

School Business Administrator/
Board Secretary