

FINAL SUMMARY MINUTES – REORGANIZATION MEETING – APRIL 28, 2009
ELMWOOD PARK BOARD OF EDUCATION
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The Annual Reorganization Meeting of the Elmwood Park Board of Education was held on Tuesday, April 28, 2008, at 8:15 P.M. in the Memorial High School Media Center.

Present were: Sandra Balistrieri, Michael Bufis, Edward Bulmer, Keith Cannizzo, Douglas DeMatteo, Jeffrey Freitag, Jennifer Pellegrine, Arlene Perna-Rudmann, and Lori Sproviero. Also present were newly elected trustees, Louise Gerardi and Claire Kalinowski. Mayor Richard Mola, and members of the Council were also present.

The meeting was opened with a prayer seeking divine guidance in the deliberation of the school trustees that evening followed by the Pledge of Allegiance to the Flag, and the reading of the Statement of Compliance, which is hereby incorporated. “The Annual Reorganization Meeting of the Elmwood Park Board of Education has been scheduled for Tuesday, April 28, 2009, at 8 P.M. in the Memorial High School Media Center”.

William P. Moffitt, Board Secretary/Business Administrator, announced the results of the recent Annual School Election, a copy of which is attached hereto.

Plaques were presented to board members, Sandra Balistrieri, Edward Bulmer, Jeffrey Freitag, and Lori Sproviero. Plaques were also presented to Sandra Balistrieri, the outgoing Board President and Keith Cannizzo, the outgoing Board Vice-President.

Newly elected members Sandra Balistrieri, Lori Sproviero, Louise Gerardi and Claire Kalinowski were sworn in by Mayor Richard Mola. There was a short break after which the board returned to the Reorganization Meeting Agenda

Board Ethics Training was conducted by board attorney, Matthew DeMaria, during the Work Meeting of the board held earlier that evening. The training included a review of the Code of Ethics, after which all board members present executed Acknowledgment of Receipt of Code of Ethics for School Board Members.

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Nomination of Temporary Chairperson

Motion of Mrs. Sproviero, Seconded by Mr. DeMatteo, as to Item 9, nomination of temporary chairperson.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that **JENNIFER PELLEGRINE** be nominated to serve as **Temporary Chairperson** of this meeting.

Nomination of President

Motion of Mr. DeMatteo, Seconded by Mr. Bufis, as to Item 11, nomination of president.

Vote: The above motion carried by a vote of eight (8) ayes and one (1) nay (Ms. Pellegrine, with explanation). “At this time the board needs strong leadership.”

BE IT RESOLVED: that **SANDRA BALISTRIERI** be elected to serve as **PRESIDENT** of the Elmwood Park Board of Education commencing April 22, 2008, and terminating at the last meeting prior to the Reorganization Meeting of 2009.

Nomination of Vice President

Motion of Ms. Pellegrine, Seconded by Mr. DeMatteo, as to item 13, nomination of Vice-President.

Vote: The above motion was carried by a vote of five (5) ayes and four (4) nays (Mrs. Balistrieri, Mr. Bufis, Mrs. Kalinowski, Mrs. Perna-Rudmann).

BE IT RESOLVED: that **KEITH CANNIZZO**, be elected to serve as **VICE- PRESIDENT** of the Elmwood Park Board of Education commencing April 22, 2008 and terminating at the last meeting prior to the Reorganization Meeting of 2009.

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Signature of President and Vice-President

Motion of Mr. Bufis, by Mr. DeMatteo, as to item 14.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that **SANDRA BALISTRIERI**, duly elected **PRESIDENT** of the Elmwood Park Board of Education, and **KEITH CANNIZZO**, duly elected **VICE-PRESIDENT** of the Elmwood Park Board of Education be and are hereby authorized to sign all such school warrants as shall be approved by the Board of Education, and to execute such other instruments requiring the signature of the **PRESIDENT** and **VICE-PRESIDENT** of the Board of Education.

Designation of Board Meeting Time and Place

Motion of Mr. Cannizzo, Seconded by Mr. DeMatteo, as to item 15.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the Elmwood Park Board of Education designate the **fourth Tuesday** of each month as its Work Meeting and Regular Meeting day. All Work Meetings are to be held at 6:30 p.m. in the Memorial High School Teachers' Faculty Room, and all Regular Meetings are held at 8 p.m. in the Memorial High School Media Center, or in other locations as announced and posted.

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Designation of Banks as Depositories

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 16.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the Board of Education designates the following banking depositories for district accounts and/or investments:

**JP MORGAN CHASE
BANK OF NEW YORK**

BE IT FURTHER RESOLVED:
that the banks be notified with respect to the signatories as listed below:

JP MORGAN CHASE BANK

General Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Sandra Balistrieri, President or

Keith Cannizzo, Vice President

Payroll Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Sandra Balistrieri, President or

Keith Cannizzo, Vice President

Payroll Agency Account

One of the following signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Athletic Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Sandra Balistrieri, President or

Keith Cannizzo, Vice President

Student Activity Account

Three signatures required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

Sandra Balistrieri, President or

Keith Cannizzo, Vice President

Food Service Account

One signature required:

**William P. Moffitt, Board Secretary/
Business Administrator**

Roy Riggitano, Treasurer of School Monies

BE IT FURTHER RESOLVED:

that the Business Administrator be authorized to invest surplus funds of the Board of Education from time to time as appropriate; and

BE IT FURTHER RESOLVED:

that such investments be reported to the Board of Education at its next scheduled meeting.

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Designation of Newspapers for Advertisements

Motion of Mr. Bufis, Seconded by Mr. DeMatteo, as to item 17.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the Board of Education hereby designates the following as official newspapers in which to insert any legal advertisements of the Board of Education:

**THE RECORD
THE HERALD NEWS
THE COMMUNITY NEWS (formerly the Shopper)
THE STAR LEDGER**

BE IT FURTHER RESOLVED:

that the Board Secretary has the authorization to insert legal ads in any one of the newspapers depending upon the legal requirements and cost of said ads.

Adoption of Code of Ethics for School Board Members

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 18.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the board of education hereby adopts the Code of Ethics for School Board Members and authorizes the board secretary/business administrator to reflect in the minutes that a discussion by the board attorney transpired in regard to the School Ethics Act as required and attached.

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Adoption of Governance Manual

Motion of Mr. Cannizzo, Seconded by Mr. DeMatteo, as to item 19.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the board of education hereby adopts the Code of Ethics for School Board Members and authorizes the board secretary/ business administrator to reflect in the minutes that a discussion by the board attorney transpired in regard to the School Ethics Act as required and attached.

Appointment of Board Secretary/Business Administrator/Purchasing Agent

Motion of Mr. Cannizzo, Seconded by Mr. DeMatteo, as to item 20.

Vote: The above motion was carried by a vote of eight (8) ayes and one (1) nay (Mrs. Sproviero).

BE IT RESOLVED: that **WILLIAM P. MOFFITT** be appointed as **Board Secretary/Business Administrator** commencing July 1, 2009 through June 30, 2010. Contract forthcoming.

BE IT FURTHER RESOLVED:
that **WILLIAM P. MOFFITT** be designated the Elmwood Park Board of Education **PURCHASING AGENT** in Compliance with Chapter 440, Laws of 1999 and N.J.S.A. 18A:18A-2 commencing July 1, 2009 through June 30, 2010.
and

BE IT FURTHER RESOLVED:
that **WILLIAM P. MOFFITT** be authorized to advertise for bids and/or solicit quotations for all work, materials, and supplies as per N.J.S.A. 18A:18A-4 and N.J.S.A. 18A:18A-9 commencing July 1, 2009 through June 30, 2010.

Appointment of Treasurer of School Monies

Motion of Mr. Cannizzo, Seconded by Mrs. Perna-Rudmann, as to item 21.

Vote: Approved unanimously by roll call vote of the members present, with the exception of Mrs. Sproviero, who recused herself from the vote.

BE IT RESOLVED: that **ROY RIGGITANO**, Borough of Elmwood Park Chief Financial Officer, be reappointed as **TREASURER OF SCHOOL MONIES**, in accordance with Title 18A:17-31, commencing July 1, 2009, through June 30, 2010, at a stipend to be determined.

Appointment of Board Attorney

Motion of Mr. Cannizzo, Seconded by Mr. DeMatteo, as to item 22.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that **MATTHEW P. DE MARIA**, be reappointed as **BOARD ATTORNEY** commencing April 28, 2009, through the next Annual Reorganization Meeting of the Board of Education. Salary to be negotiated.

Appointment of Labor Negotiator

Motion of Mr. Cannizzo, Seconded by Mr. DeMatteo, as to item 23.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that **MATTHEW P. DE MARIA** be reappointed as **BOARD LABOR NEGOTIATOR** commencing April 22, 2009 through the next Annual Reorganization Meeting of the Board of Education. Contract terms to be negotiated at a later date.

Appointment of Project Counsel

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 24.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that **WILENTZ, GOLDMAN & SPITZER, ESQS.**, be re-appointed **PROJECT COUNSEL** commencing July 1, 2009 through June 30, 2010.

Resolution Authorizing Transfer of Funds

Motion of Mr. Cannizzo, Seconded by Mr. Bufis, as to item 25.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that, pursuant to N.J.S.A. 18A:22-8.1, the Elmwood Park Board of Education does hereby authorize the Chief School Administrator, or his designee, to approve budget appropriation transfers among line items and program categories between meetings of the board; and

BE IT FURTHER RESOLVED:
that these transfers shall be reported to the board at the next regular meeting, ratified and duly recorded in the board minutes.

Attendance at New Jersey Conventions

Motion of Mr. Bufis, Seconded by Mr. DeMatteo, as to item 26.

Vote: Approved unanimously by roll call vote of the members present.

BE IT RESOLVED: that the Elmwood Park Board of Education does hereby authorize the attendance of board members, superintendent of schools, board secretary/business administrator and board attorney at the **New Jersey School Boards Conventions** in accordance with Board Policy #9250, and contract.

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By motion of Mr. Cannizzo, which was seconded by Mr. DeMatteo, the meeting was adjourned at 9 p.m. The board took a short minute recess before beginning its Regular April Action Meeting.

I hereby certify these final summary minutes of the reorganization meeting of the Elmwood Park Board of Education in session on Tuesday, April 28, 2009, to be true and correct and in complete agreement with the official Minute Book of the Board of Education.

Respectfully submitted,

William P. Moffitt, Board Secretary