

**SHAMONG TOWNSHIP BOARD OF EDUCATION  
BOARD OF EDUCATION REORGANIZATION MEETING  
JANUARY 3, 2017, 7:00 PM  
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:02 p.m. by Business Administrator / Board Secretary, Laura Archer.

The flag salute was conducted.

**REPORT OF RESULTS OF ELECTION**

The following November election results for two 3-year term Board Member seats were confirmed:

1,786 Jeffrey Siedlecki, 1,832 Jeffrey Warner, 29 Personal Choice

**OATH OF OFFICE**

The Oath of Office was administered to members elect by Laura Archer, Board Secretary, to re-elected Board of Education members, Jeffrey Siedlecki and Jeffrey Warner. Mr. Siedlecki and Mr. Warner read the Oath of Office as School Board Members.

**ROLL CALL**

Melissa Ciliberti, Susan Daniels, Jeffrey Siedlecki, Michael Tuman and Jeffrey Warner.

Others Present: Christine Vespe, Laura Archer

**ORGANIZATION OF THE BOARD OF EDUCATION**

Michael Tuman moved, seconded by Jeffrey Warner, to nominate Melissa Ciliberti as President of the Board of Education. Jeffrey Siedlecki moved, seconded by Susan Daniels, to close nominations for President. A vote was conducted on the nomination.

AYES – Melissa Ciliberti, Susan Daniels, Jeffrey Siedlecki, Michael Tuman, Jeffrey Warner

NAYS – NONE

ABSENT - NONE

It was Resolved that the Shamong Township Board of Education approves the appointment of Melissa Ciliberti as the School Board President until the next Reorganization Meeting. Melissa Ciliberti assumed the chair for the remainder of the Board meeting.

Michael Tuman moved, seconded by Jeffrey Siedlecki, to nominate Jeffrey Warner as Vice President of the Board of Education. Jeffrey Siedlecki moved, seconded by Susan Daniels, to close nominations for Vice President. A vote was conducted on the nomination.

AYES – Melissa Ciliberti, Susan Daniels, Jeffrey Siedlecki, Michael Tuman, Jeffrey Warner

NAYS – NONE

ABSENT - NONE

It was Resolved that the Shamong Township Board of Education approves the appointment of Jeffrey Warner as the School Board Vice President until the next Reorganization Meeting.

## **DESIGNATIONS**

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve the Designation items as listed.

### **3.01 ANNUAL MEETING NOTICE**

*Open Public Meetings Act – Establish Meeting Dates, Time and Place*

RESOLVED that the Shamong Township Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Indian Mills Memorial School Media Center, 295 Indian Mills Road, Shamong Township at 7 p.m., as set forth below unless indicated otherwise.

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary;

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the Central Record and Burlington County Times as official newspapers to receive notices of meetings;

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted on the Shamong Township School District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made;

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

- Any individual desiring to speak and address the Board shall sign in on the sheet provided, and shall clearly state his or her full name, address, and the group affiliation, if any, that is represented;
- The Board will not entertain personal complaints from school personnel unless the chain of command has been followed, and cannot respond to any complaints from the public directed at any district employee or student, in order to protect that person's right to privacy;
- Each statement made by a participant shall be limited to five minutes' duration, and no participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
- Statements shall be directed to the presiding officer; no participant may address or question Board members individually;
- The presiding officer may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant.



**4.02 RE-ADOPTION OF EXISTING CURRICULUM AND TEXTBOOKS**

Approval to READOPT the curriculum for the next school year, as aligned to the New Jersey Core Curriculum Content Standards (NJCCCS) and/or the Common Core State Standards (CCSS) and Textbooks, until the next Reorganization Meeting.

**4.03 ANNUAL ETHICS STATEMENT**

RESOLVED that the Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED that the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Shamong Township Board of Education:

CODE OF ETHICS

- 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.
- 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.
- I will confine my Board action to policy-making, 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.
- 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.
- 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.
- 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.
- 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.
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I will support and protect school personnel in proper performance of their duties.
- 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.

RESOLVED that the Shamong Township Board of Education hereby discussed the School Ethics Act and read the Code of Ethics for Board Members. which remains in effect until the next Reorganization Meeting.

**4.04 NJSBA DELEGATE**

RESOLVED that the Board of Education appointed Jeffrey Warner as delegate to the New Jersey School Boards Association until the next Reorganization Meeting.

**4.05 AUTHORITY TO OFFER EMPLOYMENT CONTRACT**

RESOLVED that the Shamong Township Board of Education hereby grants the Superintendent authority to offer employment contracts in between School Board Meetings.

**4.06 AUTHORITY TO PAY ROUTINE BILLS**

RESOLVED that the Shamong Township Board of Education hereby grants the Business Administrator authority to pay routine bills in between School Board meetings, until the next Reorganization Meeting. Bills paid between Board meetings will then be approved at its next regular meeting.

**4.07 BARGAINING UNITS**

RESOLVED that the Shamong Township Board of Education hereby recognizes the *Shamong Township Education Association (STEA)* and *Shamong Township Principals and Supervisors' Association (STPSA)* as the official bargaining units for represented staff, until the next Reorganization Meeting.

AYES – Melissa Ciliberti, Susan Daniels, Jeffrey Siedlecki, Michael Tuman, Jeffrey Warner

NAYS – NONE

ABSENT - NONE

**APPOINTMENTS**

Susan Daniels moved, seconded by Michael Tuman, to approve the following appointments, until the next Reorganization Meeting:

- 504 Officer ..... Robyn Klim
- Affirmative Action Officer, District..... Laura Archer
- Affirmative Action Officer, IMS ..... Nicole Moore
- Affirmative Action Officer, IMMS ..... Tim Carroll
- AHERA Designated Person ..... Todd Hall
- Architect of Record ..... Fraytak, Veisz, Hopkins, Duthie, PC
- Asbestos Management Officer ..... Todd Hall
- Attorney/Solicitor of Record ..... Frank Cavallo, Esquire (Parker McCay)
- Auditor of Record ..... Holman, Frenia, Allen, PC
- Board Secretary ..... Laura Archer
- BCIP JIF Delegate ..... Laura Archer
- Bond Counsel ..... McManimon Scotland & Baumann
- Chemical Hygiene Officer ..... Tim Carroll
- CP&P Liaison..... Heidi Fuller
- Custodian of Records ..... Laura Archer
- Financial Advisor ..... Phoenix Advisors LLC
- Health Insurance Broker ..... Integrity Consulting LLC
- HIB Anti-Bullying Coordinator, District..... Heidi Fuller
- HIB Anti-Bullying Specialist, IMS..... Stacey Boyle-Weller
- HIB Anti-Bullying Specialist, IMMS..... Ryan Vaux
- Homeless Liaison ..... Robyn Klim
- Indoor Quality Air (IAQ) Officer ..... Todd Hall
- Integrated Pest Management Coordinator .... Todd Hall
- PARCC Coordinator..... Ryan Vaux
- PARCC IT Contact..... Kathleen Foster
- School Physician / Medical Inspector ..... Dr. Jay Patel, Tabernacle Family Physicians
- Public Agency Compliance Officer ..... Laura Archer
- Right to Know Officer ..... Todd Hall

- Safety Committee Chairperson ..... Todd Hall
- Sewer Plant Operator ..... Scott Lucas
- Substance Awareness Coordinator ..... Ryan Vaux
- Testing Coordinator ..... Ryan Vaux
- Title IX Coordinator ..... Robyn Klim
- Treasurer ..... Richard Kaz

AYES – Melissa Ciliberti, Susan Daniels, Jeffrey Siedlecki, Michael Tuman, Jeffrey Warner

NAYS – NONE

ABSENT - NONE

**ADJOURNMENT**

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to adjourn the meeting at 7:17 p.m.

AYES – FIVE

NAYS – NONE

ABSENT – NONE

Respectfully submitted,

Laura Archer  
 Business Administrator /  
 Board Secretary