

**Minutes Organization Meeting – January 9, 2018**  
**7:00 p.m., Saybrook School**

CALL TO ORDER. 7:02 PM

FLAG SALUTE.

NOTICE OF MEETING:

Pursuant to the Open Public Meetings Act, adequate notice of this meeting, which was rescheduled from January 4<sup>th</sup>, due to inclement weather, has been provided as follows:

By having the time, date and place of the meeting posted on the bulletin board in the Administration Building on January 3, 2018;

By sending a copy of the meeting notice to the Star Ledger newspaper on January 3, 2018 ; and

By posting notice on the District website.

The Business Administrator/Board Secretary declares the following persons as duly elected Members of the Hillside Board of Education as a result of the election held on November 7, 2017.

FOR A ONE-YEAR TERM

Joel Chapman

FOR A THREE-YEAR TERM

Calvin Lofton  
Shalanda Thomas  
Angela Menza

D. Gonzalez presents each new board member with a plaque from Union County Board of Canvassers and The Oath of Office is administered to the newly elected Board Members individually.

Oath Administered to Joel Chapman, by Jessika Kleen  
Oath Administered to Calvin Lofton, by Jessika Kleen  
Oath Administered to Shalanda Thomas, by Pastor Thomas (husband)  
Oath Administered to Angela Menza, by Jessika Kleen

**ROLL CALL:**

Allende	7:02 p.m.	Thomas	7:02 p.m.
Chiles-Bass	7:02 p.m.	Thompson-Epps	7:02 p.m.
Chapman	7:02 p.m.	Vacant	
Lofton	7:02 p.m.	Vacant	
Menza	7:02 p.m.		

Ms. Gonzalez asked for nominations for the Office of President of the Board of Education.

Motion: Chiles-Bass

Second: Thompson-Epps

Mr. Allende nominated Ms. Thompson-Epps President of Board of Education

Ms. Gonzalez asked if there were any other nominations for the Office of President of the Board of Education. There were no other nominations.

Ms. Gonzalez said being there were no other nominations for the Office of President, asked Ms. Thompson-Epps if she accepts the nomination.

Ms. Thompson-Epps accepts the nomination.

D. Gonzalez took a roll call vote to nominate Ms. Thompson-Epps President of the Board of Education..

**ROLL CALL:**

Allende	X	Thomas	X
Chiles-Bass	X	Thompson-Epps	X
Chapman	X	Vacant	
Lofton	X	Vacant	
Menza	No		

D. Gonzalez declared Ms. Thompson-Epps President of the Board of Education and handed the gavel over to her.

Ms. Thompson-Epps asked for nominations for Vice-President of the Board of Education.

Mr. Lofton nominated Ms. Chiles-Bass for Vice-President of the Board

Ms. Thompson-Epps asked if there were any other nominations for Vice –President and there being none, Ms. Thompson-Epps asked Ms. Chiles-Bass if she accepts the nomination. Ms. Chiles-Bass accepted the nomination and a Roll Call vote was taken.

**ROLL CALL:**

Allende	X	Thomas	X
Chiles-Bass	X	Thompson-Epps	X
Chapman	X	Vacant	
Lofton	X	Vacant	
Menza	X		

Ms. Thompson-Epps declared Ms. Chiles-Bass the new Vice-President of the Board.

Motion to accept the resignation of Dahlia Vertreese from the Hillside Board of Education, effective immediately after the December 21<sup>st</sup>, 2017 Open Public Meeting.

Motion: Menza

Second: Allende

Allende	X	Thomas	X
Chiles-Bass	X	Thompson-Epps	X
Chapman	X	Vacant	
Lofton	X	Vacant	
Menza	X		

Motion to accept the resignation of George Cook from the Hillside Board of Education, effective immediately after the December 21<sup>st</sup>, 2017 Open Public Meeting.

Motion: Chiles-Bass

Second: Lofton

Allende	X	Thomas	X
Chiles-Bass	X	Thompson-Epps	X
Chapman	X	Vacant	
Lofton	X	Vacant	
Menza	X		

1. Recommend the Board approve the following item:

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

RESOLVED that the Hillside 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 Hillside Board of Education Meeting Room, Saybrook School, 1100 Woodruff Avenue, at 6:15 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 Star Ledger and Union County Local Source as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Hillside Board of Education Administration Office and posted on the 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; and

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 shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.



**Motion # 1 as amended to change January meeting date to 1/25**

Motion: Chiles-Bass

Second: Chapman

Motion passed with unanimous voice vote

2. Authorization for the Board President to submit standing committee assignments at the January 25, 2018 Regular Meeting.
3. Motion that the Board of Education conducts its meetings in accordance with Robert's Rules of Order.
4. Motion to readopt the existing Bylaws and Policies for the operation of the Board and the school system in full force.

**Motion items #2-#4**

Motion: Chiles-Bass

Second: Lofton

Motion passes by unanimous voice vote

5. Motion to adopt the New Jersey School Board Member Code of Ethics as follows:

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Hillside Board of Education:

CODE OF ETHICS

- a. 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.
- 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 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.
- 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 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.
- 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.

**ROLL CALL:**

Motion: Menza      Second: Chiles-Bass

Allende	X	Thomas	X
Chiles-Bass	X	Thompson-Epps	X
Chapman	X	Vacant	
Lofton	X	Vacant	
Menza	X		

6. Motion to declare that Investors Bank shall be the depository for the following accounts, with all signatories per each account as indicated and that all disbursements shall be made by check (reflects only accounts affected due to new president).

<u>Account Name/Number</u>	<u>Signatories</u>
Operating Account #500049900765	Gayles/Gonzalez/Thompson-Epps Superintendent/Business Admin./President
Agency Account #500049900904	Gayles/Gonzalez/Thompson-Epps Superintendent/Business Admin./President
Unemployment Account #500049900920	Gayles/Gonzalez/Thompson-Epps Superintendent/Business Admin./President

Cafeteria Account #500049900939	Gayles/Gonzalez/Thompson-Epps Superintendent/Business Admin./President
Athletic Account #500049900947	Gayles/Gonzalez/Thompson-Epps Superintendent/ Business Admin./President
Deanna Taylor Banks Scholarship Fund #1000689042	Gayles/Gonzalez/Thompson-Epps Superintendent /Bus. Adm. /President
Deanna Taylor Banks Memorial Fund #1000689056	Gayles/Gonzalez/Thompson-Epps Superintendent/Bus. Adm./President
Investors Savings Capital Reserve Account #500049903312	Gayles/Gonzalez/Thompson-Epps Superintendent/Bus. Adm./President
Escrow Agent, TD Equip. Finance, Inc. Lease #40124648 Escrow #76-9754011	Gayles/Gonzalez/Thompson-Epps Superintendent/Bus. Adm./President
Hurden Looker School #500049900963000	Wolff/Gonzalez/Milner Principal/Bus. Adm./Secretary

**ROLL CALL:**

Motion: Allende    Second: Chiles-Bass

Allende	X	Thomas	X
Chiles-Bass	X	Thompson-Epps	X
Chapman	X	Vacant	
Lofton	X	Vacant	
Menza	X		

7. Motion to appoint Darice S. Gonzalez, Business Administrator/Board Secretary as the Public Agency Compliance Officer (PACO) for calendar 2018.
8. Motion to appoint Jeanie Ruban as a Teacher on Special Assignment for APM/ECC at a stipend of \*\$1,081.00 effective January 5, 2018 through March 15, 2018. (\*Subject to negotiations).



MotionS 7 & 8: Allende Second: Lofton

Allende	X	Thomas	X
Chiles-Bass	X	Thompson-Epps	X
Chapman	X	Vacant	
Lofton	X	Vacant	
Menza	7Yes 8No		

Motions 7 & 8 pass

9. ~~Motion to appoint Julie Jewell as the advisor of the Yearbook/Photography Club for WOK at a stipend of \*\$2,557.00 for the 2017-2018 school year. (\*Subject to negotiations Replacing K. Stricker).~~
10. Motion to appoint Ashley Peters as substitute for the 2017-2018 school year at the rate of \$70/day.

Motion to table # 10

Motion: Lofton

Second: Thomas

	Yes	No	Ab.		Yes	No	Ab.
Allende	X			Thomas	X		
Chiles-Bass	X			Thompson-Epps	X		
Chapman	X			Vacant			
Lofton	X			Vacant			
Menza	X						

Ms. Menza asked if Ms. Peters had her substitute certificate, to which Dr. Gayles replied yes. Mr. Lofton asked if Ms. Peters is going directly into a teaching position, jumping ahead of other people. Dr. Gayles explained that she had applied for the teacher's position but because she didn't have her paperwork she agreed to work as a substitute, and that she interviewed for the position and was the candidate chosen. Ms. Thomas asked if the position was posted and if other people applied for it. Dr. Gayles answered yes to both questions.

**Motion to open Public Comments on Agenda and Non-Agenda Items.**

Motion: Chapman

Second: Lofton

Motion passes by unanimous voice vote

Angela Lawler welcomed the new Board members and congratulated the new Board President and Vice-President. Ms. Lawler said she is President of the HEA and that a letter was sent in 2016 to start negotiations and that there still is no contract. She said she hopes to get the negotiations moving and settle on a contract.

Cherrena Dale-Rawls congratulated the new Board and said that as a parent she will be holding the Board responsible for the decisions they make and that the Board should keep in mind that the children are the bottom line.

Alissa Valiante, Music Teacher at Hurden Looker thanked the Board for the building of her wall. She said she was so happy when she walked in on January 2<sup>nd</sup> and saw the wall.

Flisadam Pointer congratulated the new Board. She also said she would like to volunteer her time for arts programs. She said she is currently working with the Family Success Center and the Hillside Public Library, helping them with their social media.

Dahlia Vertreese congratulated the new Board and the President and Vice-President and sad she is looking forward to working and developing a relationship between the Township Council and the Board of Education.

George Cook congratulated the new Board and gave Mr. Chapman a book given to him when he first joined the school board.

Nancy Mondella congratulated the new Board and said it was time to work together with the Township Council.

Craig Epps congratulated the new Board and said that we have a unique opportunity to move the Hillside Community forward.

Cherrena Dale-Rawls said that we have a unique opportunity to move the community forward, noting that almost all the Council members were present at the school board meeting.

Motion to close public comments.

Motion: Allende                      Second: Thomas  
Motion passes by unanimous voice vote

### **Board Member Comments**

Mr. Chapman thanked everyone for coming out and said that Hillside is diamond in the rough. He said that Hillside has produced quality students and his goal is to change the narrative about Hillside Public Schools.

Ms. Menza congratulated the first time new board members expressing her desire to work together.

Mr. Allende wished everyone a happy new year.

Mr. Lofton wished everyone a happy new year and said that we are going to work hard to get our school system as good as the rest of the school districts in Union County.

Ms. Thomas thanked the town for electing her and placing their confidence in her. She said she has two children in the district and that she will work hard to help move the district forward.

Ms. Chiles-Bass said she is a product of the district, she graduated in 1984. She said it is a privilege to serve and that if we keep children first we can't go wrong.

Ms. Thompson-Epps said happy New Year to everyone and welcomed everyone back. She said we must build and battle for the betterment of our children. She wants to make it clear we are going to work together. She said Dahlia said at her inauguration as Mayor that Hillside is a garden and needs to be pruned. Ms. Thompson-Epps said that we are the flowers.

Ms. Menza asked if we posted for new Board members yet.

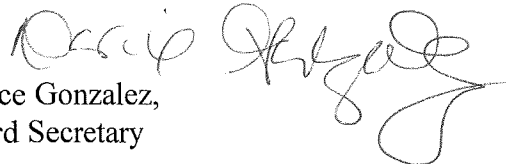
Motion to adjourn. 7:52

Motion: Menza                      Second: Thomas

Motion passes by unanimous voice vote

Respectfully Submitted,

Darice Gonzalez,  
Board Secretary

A handwritten signature in black ink, appearing to read 'Darice Gonzalez', written over a faint, illegible stamp or watermark.