

**Agenda Organization Meeting – January 6, 2021**  
**7:00 p.m., Saybrook School**

CALL TO ORDER.

FLAG SALUTE.

NOTICE OF MEETING:

Pursuant to the Open Public Meetings Act, adequate notice of this meeting 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 December 1, 2020;

By sending a copy of the meeting notice to the Star Ledger newspaper on December 1, 2020 ;  
and

By filing a copy with the Township on December 1, 2020.

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 6, 2020.

**FOR A ONE-YEAR TERM**

Al-nisa Tucker

**FOR A THREE-YEAR TERM**

Juan Allende

Joanne Horton Givens

Joyce Simmons

The Oath of Office is administered to the newly elected Board Members individually.

Oath Administered to Alnisa Tucker, by \_\_\_\_\_

Oath Administered to Juan Allende, by \_\_\_\_\_

Oath Administered to Joanne Horton Givens, by \_\_\_\_\_

Oath Administered to Joyce Simmons, by \_\_\_\_\_

**ROLL CALL:**

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

Public Comments on Agenda and Non-Agenda Items.

At this time, the Business Administrator/Board Secretary will entertain nominations for the Office of President of the Board of Education.

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_, \_\_\_\_\_ is nominated for the President of the Board.

\_\_\_\_\_ accepts the nomination.

At this time, the Business Administrator/Board Secretary will entertain other nominations for the Office of President of the Board of Education.

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_, \_\_\_\_\_ is nominated for the President of the Board.

\_\_\_\_\_ accepts the nomination.

There being no further nominations, motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that nominations for the Office of President of the Board are ordered closed.

**ROLL CALL: (closing of nominations)**

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

The Business Administrator/Board Secretary will now conduct a Roll Call Vote for \_\_\_\_\_ for the President of the Board.

**ROLL CALL: (Vote for president, first candidate)**

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

The Business Administrator/Board Secretary will now conduct a Roll Call Vote \_\_\_\_\_ for the President of the Board.

**ROLL CALL: (Vote for president, second candidate as needed)**

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

The Business Administrator/Board Secretary declares the results of the election of the President of the Board and turns the gavel over to \_\_\_\_\_ to act as the presiding officer of this meeting.

The newly elected Board President will entertain nominations for the Office of Vice-President of the Board of Education.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, \_\_\_\_\_ is nominated for the Vice-President of the Board.

\_\_\_\_\_ accepts the nomination.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, \_\_\_\_\_ is nominated for the Vice-President of the Board.

\_\_\_\_\_ accepts the nomination.

There being no further nominations, motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that nominations for the Office of Vice-President of the Board are ordered closed.

**ROLL CALL:** (Close the nominations for vice president)

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

The President will now conduct a Roll Call Vote for \_\_\_\_\_ for the Vice-President of the Board.

**ROLL CALL:** (Vote for Vice-President, **first** candidate)

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

The President will now conduct a Roll Call Vote for \_\_\_\_\_ for the Vice-President of the Board.

**ROLL CALL:** (Vote for Vice-President, **second** candidate as needed)

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

The President declares \_\_\_\_\_ the new Vice-President of the Board.

Executive Session

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 6:30 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.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

**Regular Meeting Schedule**  
**2021**

|                           |                  |                             |   |
|---------------------------|------------------|-----------------------------|---|
| <b>JANUARY 28, 2021</b>   | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>FEBRUARY 18, 2021</b>  | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>MARCH 25, 2021</b>     | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>APRIL 29, 2021</b>     | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>MAY 20, 2021</b>       | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>JUNE 17, 2021</b>      | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>JULY 29, 2021</b>      | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>AUGUST 26, 2021</b>    | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>SEPTEMBER 23, 2021</b> | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>OCTOBER 29, 2021</b>   | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>NOVEMBER 18, 2021</b>  | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>DECEMBER 16, 2021</b>  | <b>Thursday</b>  | <b>Regular Meeting</b>      | <b>Board Meeting room – Saybrook School</b> |
| <b>JANUARY 5, 2022</b>    | <b>Wednesday</b> | <b>Organization Meeting</b> | <b>Board Meeting room – Saybrook School</b> |

All board meetings are scheduled to start at 6:30 p.m. (Exceptions will be advertised.)  
The Organization Meeting starts at 7:00 p.m. All meetings are scheduled to be at Saybrook School, Board Meeting room, 1100 Woodruff Avenue, Hillside, NJ.

Unforeseen circumstances may require the rescheduling and/or relocation of these meetings. In such cases, notice will be given as provided in the Open Public Meetings Act. All meetings are posted on the district website: [www.hillsidek12.org](http://www.hillsidek12.org).

**ROLL CALL:**

Motion:                      Second:

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

- 2. Motion to authorize the Board President to submit standing committee assignments.
- 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.
- 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:                      Second:

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

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).

Account Name/Number

Signatories

Operating Account  
#XXXXXXXX0765

Gregory/Eichenholtz/  
Superintendent/Business Admin./President

Agency Account  
#XXXXXXXX0904

Gregory/Eichenholtz/  
Superintendent/Business Admin./President

Unemployment Account  
#XXXXXXXX0920

Gregory/Eichenholtz/  
Superintendent/Business Admin./President

Cafeteria Account  
#XXXXXXXX0939

Gregory/Eichenholtz/  
Superintendent/Business Admin./President

Athletic Account  
#XXXXXXXX0947

Gregory/Eichenholtz/  
Superintendent/ Business Admin./President

Deanna Taylor Banks  
Scholarship Fund

Gregory/Eichenholtz/  
Superintendent /Bus. Adm. /President



#XXXXXXXX9042

Deanna Taylor Banks  
Memorial Fund  
#XXXXXXXX9056

Gregory/Eichenholtz/  
Superintendent/Bus. Adm./President

Investors Savings  
Capital Reserve Account  
#XXXXXXXX3312

Gregory/Eichenholtz/  
Superintendent/Bus. Adm./President

Escrow Agent, TD Equip.  
Finance, Inc.  
Lease #XXXX4648  
Escrow #XXXX4011

Gregory/Eichenholtz/  
Superintendent/Bus. Adm./President

Summer Pay Account  
#XXXXXX3596

Gregory/Eichenholtz  
Superintendent/Bus. Adm./Bd. Secy./President

**ROLL CALL:**

Motion:                      Second:

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

- 7. Motion to appoint Dr. David Eichenholtz, Business Administrator/Board Secretary as the Public Agency Compliance Officer (PACO) for calendar 2021.

**ROLL CALL:**

Motion:                      Second:

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |

Motion to adjourn.

Motion:

Second:

|         |  |         |  |
|---------|--|---------|--|
| Allende |  | Shapiro |  |
| Best    |  | Simmons |  |
| Cook    |  | Tucker  |  |
| Givens  |  | Worrill |  |
| Howard  |  |         |  |