

**LODI BOARD OF EDUCATION, 8 HUNTER STREET, LODI, NJ 07644**

**MINUTES** of the proceedings of the **REORGANIZATION MEETING** held on **JANUARY 6, 2021** via ZOOM Broadcast at 7:00 pm. *Dr. Dennis R. Frohnapef, Board Secretary, presided.*

**I. Flag Salute / Sunshine Statement / Call to Order**

In accordance with the Open Public Meetings, *N.J.S.A. 10:4-6 et seq.*, adequate notification of this meeting has been provided by advertising in the Bergen Record and Herald News and posting notice in the Board of Education Administration Building and filing notice with the Borough Clerk. I hereby call to order, via ZOOM Broadcast, the Reorganization Meeting of the Lodi Board of Education, Wednesday, January 6, 2021, from the Business Office, at 7:00 pm.

**II. Administer the Oath of Office to newly elected Board Members:**

1) Yadiria Jimenez; 2) Sharon Salvacion

**III. Distribution/Discussion Code of Ethics for School Board Members** pursuant to the School Ethics Act (c.178, P. L. 2001).

The Board Secretary provided the School Ethics Act, Code of Ethics, Conflicts of Interest Law and the Acknowledgement of Receipt for the Code of Ethics for School Board Members to all Trustees prior to the meeting. The Code of Ethics were reviewed by each Trustee. Trustees are to sign and date said Acknowledgement of Receipt and return to the Board Secretary.

**IV. Roll Call**

<i><b>Board Member</b></i>	<i><b>Present</b></i>	<i><b>Absent</b></i>
Ms. Anderson (Jocelyn)	X	
Ms. Cardone (Nancy)	X	
Dr. Cima (Laura E.)	X	
Ms. Cortez (Paula)		X
Ms. Delgado (Natalie)	X	
Ms. Jimenez (Yadiria)	X	
Ms. Mastrofilipo (Kerry Anne)	X	
Mr. Ramos (Joseph A.)	X	
Ms. Salvacion (Sharon)	x	

**V. Nominations/Election of Board President**

The Board Secretary entertained nominations for the Office of President of the Lodi Board of Education for the 2021 calendar year. Trustee Delgado nominated Nancy Cardone to serve as President of the Lodi Board of Education for the 2021 calendar year.

In the absence of further nominations, the Board Secretary to close nominations and call the role for the election of Nancy Cardone to serve as President of the Board of Education for the 2021 calendar year. *Nancy Cardone was elected Board President by unanimous roll call vote.*

**VI. Nominations/Election of Board Vice President**

The Board Secretary entertained nominations for the Office of Vice President of the Lodi Board of Education for the 2021 calendar year. Trustee Salvacion nominated Natalie Delgado to serve as Vice President of the Lodi Board of Education for the 2021 calendar year.

In the absence of further nominations, the Board Secretary to close nominations and call the role for the election of Natalie Delgado to serve as Vice President of the Board of Education for the 2021 calendar year. *Natalie Delgado was elected Board Vice President by unanimous roll call vote.*

**VII. Public Comment****VIII. Resolutions (Consent Agenda)**

01. Certification of 2020 Election Results
02. Approve 2021 Calendar of Board Meetings
03. Approve 2021 Workshop Session Agenda Format
04. Approve 2021 Regular Meeting Agenda Format
05. Reaffirm NJSBA Code of Ethics
06. Designate 2021 Official Newspapers
07. Re-adopt Existing Board Bylaws, Policies, Regulations and Procedures, Standard Operating Procedures and Purchasing Manual
08. Approve Appointment to So Bergen Jointure Commission
09. Designate Qualified Purchasing Agent for 2021
10. Designate 2021 Bank Depositories
11. Designate 2021 Authorized Signatories for District Accounts
12. Designate 2021 Student Activity/Athletic Funds Depositories/Authorized Signatories
13. Approve School Physician for 2021
14. Appoint Board Counsel for 2021
15. Approve Strauss-Esmay Policy Services for 2021
16. Appoint General Liabilities Insurance Broker/Risk Manager
17. Appoint Benefits Broker (Dental)
18. Approve Tax Shelter Annuity Vendors for 2021
19. Authorize Use of President's Facsimile Signature
20. Authorize SBA/Board Secretary to pay bills between Board Meetings
21. Approve Flexible Spending Account for 2021
22. Designate Compliance Officers for 2021
23. Adopt Textbooks and Curricula for 2021
24. Authorize Purchase of textbooks, copyrighted materials and supplies for 2021
25. Authorize Use of State Contracts and Cooperative Purchasing Agreements for 2021
26. Approve Ed Data Services Cooperative Pricing Agreement for 2021
27. Approve maximum travel expenditures for 2021
28. Authorize Personnel Actions for 2021
29. Approve Cooperative Pricing Agreements for 2021

**X. Board Comments**

Comments from the Superintendent . . .

On December 28<sup>th</sup> there was a fire that devastated several of our Lodi Families. We’ve since come together in collecting desperately needed items. I can’t say enough now how amazing it was to see the number of people from our community and beyond giving all they can to provide help. The amount of donations was well beyond anything expected. In addition to the, mass amount of household and clothing items, we raised approximately \$10,000 in donations for our families.

I would like to take this opportunity to thank the following individuals who organized, arranged, and took part in the collection . . . Jack Lipari, Kevin Dawson, Stephanie Rotundo (Secretary), Tracy Sullivan (Teacher), Barbara Maggio (Teacher), Chelsea Tirico (Teacher), Anna Drotos (Teacher), Sonia Verdade (Teacher), Jenna Russo (Teacher), Anthony Scannella (Teacher), Laura Leto (Teacher), Kari Fritsch (Teacher), Juliana Lisi (School Nurse), Farah Quereshi-Kipness (Classroom Aide), Caitlin Ferrare (School Counselor), Jamie Baldino (Custodian), Gary DeSanto (PTO Co-President), Jen DeSanto (PTO Co-President); and last but not least, Lieutenant Anthony Mobilio (Lodi Police Dept),

I would also like to thank Mayor Scott Luna and the Council for their donations and support, and the Board of Education. It is truly heart-warming to see our community come together in a time of need. We really are a community that cares!

XI. Adjournment

*Trustee Anderson motioned to adjourn at 7:37 pm; seconded by Trustee Cima; carried by unanimous vote.*

01. **Be It Resolved**, that the Lodi Board of Education certifies the results of the Annual School Board Election held on November 3, 2020, for membership to the Board of Education for a Three-Year Term (results provided by County Clerk):

Alfonso Mastrofilipo, Jr	3352
George Pantagiotou	3119
<b>Paula G. Cortez</b>	<b>3588</b>
<b>Sharon Salvacion</b>	<b>3410</b>
John Cannizzaro	3405
<b>Yadiria Jimenez</b>	<b>3571</b>
Joseph Bigica	813

02. **Be It Resolved**, that the Lodi Board of Education, designates the following meeting dates for Work Sessions and Regular Meetings, for the 2021 calendar year; all meetings shall be held in accordance with the “Open Public Meetings Act” and formal action may be taken at any meeting; all meetings to be held at the Lincoln School, 8 Hunter Street, commencing at 7:00 pm; and **Be It Further Resolved**, that the Board approves Roberts' Rules of Order, Newly Revised, to govern the Lodi Board of Education in its deliberations and acts in all cases in which it is not inconsistent with statutes of the State of New Jersey, rules of the State Board of Education, or these Bylaws, in accordance with Board Bylaw #0164.

<b>Work Sessions</b>	<b>Regular Meetings</b>
January 20, 2021	January 27, 2021
February 10, 2021	February 24, 2021
* March 17, 2021	March 24, 2021
April 21, 2021	* April 28, 2021 (Public Budget Hearing)
May 19, 2021	May 26, 2021
June 16, 2021	June 23, 2021

Reorganization Meeting 6 January 2021

September 15, 2021	September 22, 2021
October 20, 2021	October 27, 2021
November 17, 2021	November 23, 2021 (Tuesday)
	December 15, 2021

*All dates are Wednesday*

*\* Subject to NJDOE Budget Calendar*

03. **Be It Resolved**, that the Lodi Board of Education establishes the following Agenda Format to be observed and the order of business conducted at the Work Sessions of the Board of Education; and  
**Be It Further Resolved**, that the Board President has sole discretion to change the Agenda Format and order of business in the best interest of the Board of Education.

**WORK SESSION AGENDA**

- I. Flag Salute / Sunshine Statement / Call to Order / Roll Call
  - II. Superintendent's Presentation
  - III. Public Comment (Agenda ONLY)
  - IV. Review Agenda
  - V. Board President/Committee Reports
  - VI. Board Comments
  - VII. Public Comment (non-Agenda)
  - VIII. Executive Session (as required)
  - XI. Adjournment
04. **Be It Resolved**, that the Lodi Board of Education establishes the following Agenda Format to be observed and the order of business conducted at the Regular Meetings of the Board of Education; and  
**Be It Further Resolved**, that the Board President has sole discretion to change the Agenda Format and order of business in the best interest of the Board of Education.

**REGULAR MEETING AGENDA**

- I. Flag Salute / Sunshine Statement / Call to Order / Roll Call
  - II. Showcase for Success
  - III. Approval of Minutes
  - IV. Superintendent's Presentation
  - V. Executive Session (as required)
  - VI. Communications
  - VII. Public Comment (Agenda ONLY)
  - VIII. Board Secretary's Report
  - IX. Resolutions (Consent Agenda)
  - X. Superintendent's Report
  - XI. Board President/Committee Reports
  - XII. Board Comments
  - XIII. Public Comment (non-Agenda)
  - XIV. Executive Session (as required)
  - XV. Adjournment
05. **Be It Resolved**, that the Lodi Board of Education, individually and as a group, reaffirms and re-adopts the School Board Member Code of Ethics contained in Board of Education Bylaw 0142, as follows:

### NJSBA Code of Ethics

The members of the Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the Board adopts as its own the School Board Member Code of Ethics promulgated by the New Jersey School Boards Association on May 10, 1975 and reproduced below:

1. 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 ethical procedures.
  2. 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.
  3. 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.
  4. 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.
  5. 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.
  6. 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.
  7. 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.
  8. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
  9. I will support and protect school personnel in proper performance of their duties.
  10. 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.
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06. **Be It Resolved**, that the Lodi Board of Education designates the Bergen Record and Herald News as official newspapers for the Lodi Board of Education for 2021.
  07. **Be It Resolved**, that the Lodi Board of Education, re-adopts existing Board Bylaws, Policies, Regulations, Standard Operating Procedures Manual, and Purchasing Manual, for 2021.
  08. **Be It Resolved**, that the Lodi Board of Education, designates Douglas J. Petty, Ed.D. as Board Trustee to the South Bergen Jointure Commission.
  09. **Be It Resolved**, that the Lodi Board, appoint Dr. Dennis R. Frohnapfel, as the District's **Qualified Purchasing Agent**, for the 2021; and **Be It Further Resolved**, that the Board establishes the Bid threshold at \$44,000 (QPA) and the Quotation threshold at \$6,000, for 2021.

10. **Be It Resolved**, that the Lodi Board of Education designates the following Banks as depositories for Lodi Board of Education funds:
- 1) Valley National Bank;
  - 2) TD Bank (Lodi);
  - 3) Bank of New York
11. **Be It Resolved**, that the Lodi Board of Education authorizes the following individuals to sign for and on behalf of the Board of Education, any and all checks, drafts, or other orders with respect to any funds at any time to the credit of this Board with the depositories and/or against any accounts of this Board maintained at any time with the depositories, inclusive of any such checks, drafts or other orders drawn to cash or bearer or in favor of any of the below designated officers and/or other persons, firms or corporations, and that said depositories be and hereby are authorized without further inquiry to; and
- Be It Further Resolved**, that the Business Administrator/Board Secretary is hereby authorized to execute the required forms to maintain said accounts:
- A. Pay the same to the debit of any accounts of this Board then maintained with them;
- B. Receive, as the act of this Board, reconcilements of accounts when signed by any one or more of the below designated officers and/or individuals; and
- C. Receive for deposit to the credit of this Board and/or for collection for the account of this Board, any and all checks, drafts, notes or other instruments for the payment of money, whether or not endorsed by the Board, which may be received for it such deposit and/or collection, it being understood that each item shall be deemed to have been unqualifiedly endorsed by this Board; and signed by at least two (2) of the following:
- 1) Board President;
  - 2) Superintendent;
  - 3) SBA/Board Secretary
12. **Be It Resolved**, that the Lodi Board of Education designates TD Bank as depository for Student Activity Fund Accounts, for 2021; and
- Be It Further Resolved**, that all checks, drafts, notes or orders drawn against these accounts be signed by 1) School Principal; and 2) Superintendent; and
- Be It Further Resolved**, that no other bank accounts are authorized at the school level except for those so identified without formal resolution by the Lodi Board of Education.
13. **Be It Resolved**, that the Lodi Board of Education, approves Fabio Piazza, MD, as School Physician (Independent Contractor), for 2021, monthly fee \$3,500.00.
14. **Be It Resolved**, that the Lodi Board of Education, approves the appointment of Cleary Giacobbe Alfieri Jacobs, LLC, General Counsel, to represent the Board of Education, for 2021, at \$165.00 per hour for all attorneys and \$90.00 per hour for work by law clerks and paralegals; and
- Be It Further Resolved**, that Matthew J. Giacobbe, Esq., will be the primary contact and coordinating attorney; and
- Be It Further Resolved**, all bills shall be forwarded to the Board Secretary for review and the processing for payment.

## Reorganization Meeting 6 January 2021

15. **Be It Resolved**, that the Lodi Board of Education, approves Strauss-Esmay Policy Services, for the 2021, annual fee \$2,090.00
16. **Be It Resolved**, that the Lodi Board of Education, approves the appointment of Nathan Lane Agency, as the Risk Manager and Insurance Broker for the District's General Liability, for 2021.
17. **Be It Resolved**, that the Lodi Board of Education, approves the appointment of Allen Associates, as Broker of Record for dental benefits, for 2021.
- 18: **Be It Resolved**, that the Lodi Board of Education approves the following Tax Shelter Annuity Companies for the 2021; and  
**Be It Further Resolved**, that the Board of Education restricts any other Tax Shelter Annuity Companies from entering the District without this Board's consent and official Board action:
- 1) AXA;  
 2) Lincoln Investments-Legend;  
 3) Met Life
19. **Be It Resolved**, that the Lodi Board of Education authorizes the use of the President's Facsimile Signature on warrants, with the exception of Social Security payments, for 2021.
20. **Be It Resolved**, that the Lodi Board of Education authorizes the SBA/Board Secretary to pay bills and claims, as needed, between Board Meetings.
21. **Be It Resolved**, that the Lodi Board of Education, approves Bowman & Company, to provide and administer a **Flexible Spending Account** for employee's or their dependent's medical expenses to a maximum of \$2,750 and child care to a maximum of \$5,000, in a plan year, for 2021, at no cost to the District.
22. **Be It Resolved**, that the Lodi Board of Education, designates the following **Compliance Officers**, for 2021:

Affirmative Action/Equity Officer	Al Tarleton
Section 504 Compliance Officer	Christine Orosz
Title IX Coordinator	Al Tarleton
Public Agency Compliance Officer	Dr. Dennis R. Frohnapfel
Integrated Pest Management Coordinator	Anthony Luna, Jr.
Homeless Liaison	Caitlin Ferrari
Asbestos Management/PEOSA Officer	Karl & Associates
AHERA Coordinator	Karl & Associates
Indoor Air Quality Officer	Karl & Associates
Right to Know Officer	Karl & Associates
Chemical Hygiene Officer	Thao Hansen
Safety & Health Officer	Kevin Dowson
Custodian of Records	Dr. Dennis R. Frohnapfel
Substance Awareness Coordinator	Geraldine Passano
HIB Coordinator	Christine Orosz

23. **Be It Resolved**, that the Lodi Board of Education, in compliance with N.J.S.A. 18A:33-1 and 18A:35, confirms the adoption of the existing Textbooks and Curricula resources in the District's schools and that no Course of Study shall be altered except by the recorded roll call majority vote of the full membership of the Board of Education; and  
**Be It Further Resolved**, the Board of Education approves for use in the Lodi School District all classrooms during 2021, curricular, courses, textbooks, reference books, manuals, workbooks, library collections, ancillary materials, and related curricular resources.

- 24. Be It Resolved**, that the Lodi Board of Education, in compliance with N.J.S.A. 18A:18A-5 permits Boards of Education to purchase textbooks, copyrighted materials, pre-kindergarten and kindergarten supplies, and other library and educational goods and services which exceeds the bid threshold by resolution at a public meeting without public advertising for bids, and N.J.S.A. 18A:18A-10 permits the purchase of any materials, supplies, goods, etc. from State Contracted vendors; and  
**Be It Further Resolved**, that the Board of Education approves the purchase of curricular materials, textbooks, library media resources, subscriptions and other instructional supplies as needed.
- 25. Whereas**, the Lodi Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State Contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury upon approval by the Board; and  
**Whereas**, the Lodi Board of Education has the need on a timely basis to purchase goods or services utilizing State Contracts; and  
**Whereas**, the Lodi Board of Education may have the need to enter into contracts with State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State Contracts; now  
**Be It Resolved**, that the Lodi Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors for 2021. Pursuant to all conditions of the individual State Contracts; and  
**Be It Further Resolved**, that the duration of the contracts between the Lodi Board of Education and State Contract Vendors shall be from January 1, 2021 to the next Reorganization meeting of the Board.
- 26. Whereas**, the Lodi Board of Education encourages the use of shared services through State approved cooperative entities; and  
**Whereas**, the Board of Education recognizes the need for obtaining the most competitive and responsive bid for goods and/or services; and  
**Whereas**, Educational Data Services, Inc. (Ed-Data) is a Service Cooperative that permits participating governmental and municipal agencies to reduce the cost of purchased goods by leveraging their combined purchasing power; now  
**Be It Resolved**, the Lodi Board of Education approves the cooperative pricing agreement with Ed Data, for the 2021, and the following fees associated with participation in the co-op:
- 1) Licensing/maintenance, fee \$8,464;
  - 2) Cooperative Skilled Trades, Compliance Services and Ancillary Bids, fee \$2,000
- 27. Whereas**, P.L. 2007, Chapter 53, approved March 15, 2007, requires that school District travel expenditures include, but are not limited to, all costs for transportation, meals, lodging and registration or conference fees to and from the travel event; and  
**Whereas**, P.L. 2007, Chapter 53, requires school District travel expenditures to include costs for all required training and all travel authorized in existing school District employee contracts and Board Policies, including but not limited to professional development and other staff training, required training for new school Board Members, and attendance at specific conferences, authorized in existing employee contracts; now  
**Be It Resolved**, that the Lodi Board of Education established by resolution a maximum travel expenditure amount of \$72,655 for all funds, including Federal funds in the 2021.



28. **Whereas**, N.J.S.A. 18A:27-4.1 governs the appointment, transfer, removal, renewal and non-renewal of all certified and certain non-certified personnel; and it is in the District's best interests to effectuate the prompt employment of staff in certain programs; now  
**Be It Resolved**, that the Lodi Board of Education authorizes the Superintendent of Schools to make critical employment decisions, as needed, subject to ratification by the Lodi Board of Education at the next subsequent Board meeting.

29. **Whereas**, the Lodi Board of Education, County of Bergen, State of New Jersey, authorizes administration to enter into Cooperative Pricing Agreements; and  
**Whereas**, these agencies conduct a certain function relating to the purchase of work materials and supplies for their respective jurisdictions during the 2019/20 school year; and  
**Whereas**, the Lodi Public School District encourages the use of shared services through State approved cooperative entities; and  
**Whereas**, this resolution shall be known and may be cited as the Cooperative Pricing resolution of the Lodi Board of Education; and  
**Whereas**, the agencies entering into contracts on behalf of the Lodi Board of Education shall be responsible for complying with the provision of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; now  
**Be It Resolved**, that the Lodi Board of Education, authorizes the Purchasing Agent to enter into a cooperative pricing agreement with the following agencies, for the purchase of work materials, supplies and services, for 2021:

- Educational Services Commission of New Jersey (ESC)
- South Bergen Jointure Commission
- Region V
- U.S. Communities Government Purchasing Alliance
- The Interlocal Purchasing System

Reorganization Resolutions 01 thru 29				
<b>MOTION:</b> Trustee Anderson	<b>SECOND:</b> Trustee Cima			
	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Anderson (Jocelyn)	X			
Ms. Cardone (Nancy)	X			
Dr. Cima (Laura E.)	X			
Ms. Cortez (Paula)				X
Ms. Delgado (Natalie)	X			
Ms. Jimenez (Yadiria)	X			
Ms. Mastrofilipo (Kerry Anne)	X			
Mr. Ramos (Joseph A.)	X			
Ms. Salvacion (Sharon)	X			

THE PRECEDING IS A CONCISE STATEMENT INTERPRETED BY THE BOARD SECRETARY AND MAY NOT INDICATE THE PRECISE INTENT OF THE BOARD MEMBERS. THE MINUTES OF THE MEETING ARE AVAILABLE AT THE OFFICE OF THE BOARD SECRETARY.

Respectfully submitted,

  
Dr. Dennis R. Frohnapfel  
Interim Board Secretary/Business Administrator