

NORTHFIELD COMMUNITY SCHOOL
Northfield Community School, Vocal Music Room, 6:30 PM

Meeting Called to Order

The meeting was called to order by Board Secretary, Mrs. Albright, at 7:01 p.m.

Roll Call

Will be held after Administration of Oath of Office.

Salute to Flag

A salute to the flag was conducted.

Silent Moment

A silent moment was observed.

Announcement

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meeting Act", Northfield Board of Education at 3:00 p.m. on January 5, 2016 caused to be posted at the Office of the Board of Education located at 2000 New Road, Northfield, New Jersey and at 3:00 p.m. on January 5, 2016 mailed to The Press of Atlantic City and to The Current of Egg Harbor Township and the Office of the Municipal Clerk of Northfield a meeting notice setting forth the time, date and location of this meeting.

THE NORTHFIELD BOARD OF EDUCATION USES A "CONSENT AGENDA" PROCEDURE.

1. Executive Session

No executive session is necessary at this time.

2. Board Members

- A. Administration of the Oath of Office by the Board Secretary
 - 1. Zubair Syed - 2,018 - Three Year Term
 - 2. Brad Levari - 2,004 - Three Year Term
 - 3. Mark Bruno - 2,084 - Three Year Term - absent at this time.

Roll Call, Board Secretary

Mr. Barnhart - Present

Mr. Bruno - Present - arrived at 7:10 p.m.

Mrs. Delcher - Present

Mr. Kennedy - Present

Mr. Levari - Present

Mrs. Levitt - Present

Mrs. Marrone - Present

Dr. Syed - Present

Ms. Woodhouse-Hughes - Present

Superintendent

Mr. Bretones

Business Administrator/Board Secretary

Mrs. Albright

Administrators in Attendance

Mrs. Dye

Mr. Morrison

Mrs. Vaccaro

Others in Attendance

Mr. Wilson

3. Election of Officers

A. Board Secretary calls for nominations for President.

Mrs. Albright, Board Secretary, called for nominations of President. Mrs. Woodhouse-Hughes placed the name of Deborah Levitt on nomination for consideration as Board President. Dr. Syed seconded the nomination.

B. Motion to close nominations for President.

A Motion was made by Angelic Delcher and seconded by Kerrie Marrone, to close nominations. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Delcher, Kennedy, Levari, Levitt, Marrone, Syed, Woodhouse-Hughes. Board Members Absent: Bruno.

C. Board Secretary calls the roll and announces President Elect.

Mrs. Albright, Board Secretary, called for a roll call vote for Mrs. Levitt for Board President. The Motion was Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Aye: Barnhart, Delcher, Kennedy, Levari, Levitt, Marrone, Syed, Woodhouse-Hughes. Board Members Absent: Bruno

Mrs. Levitt was elected President.

D. Board Secretary calls for nominations for Vice President.

Mrs. Albright, Board Secretary, called for nominations for the office of Vice President. Mrs. Levitt placed the name of Stephanie Woodhouse-Hughes in nomination for consideration as Board Vice President. Dr. Syed seconded the nomination.

E. Motion to close nominations for Vice President.

A Motion was made by Kerrie Marrone and seconded by Deborah Levitt, to close nominations. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes:

Barnhart, Delcher, Kennedy, Levari, Levitt, Marrone, Syed, Woodhouse-Hughes. Board Members Absent: Bruno.

F. Board Secretary calls the roll and announces Vice President Elect.

Mrs. Albright, Board Secretary, called for a roll call vote for Mrs. Woodhouse-Hughes for Board Vice President. The Motion was Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Aye: Barnhart, Delcher, Kennedy, Levari, Levitt, Marrone, Syed, Woodhouse-Hughes. Board Members Absent: Bruno.

Mrs. Woodhouse-Hughes was elected Vice President.

G. President Elect assumes the Chair.

President elect, Mrs. Levitt, assumes the chair.

H. Code of Ethics Review (Mrs. Albright).

Mrs. Albright explained that each Board of Education member is required to read and become familiar with the NJSBA member Code of Ethics and the Northfield Board of Education Policy #0142, Member Qualifications, Prohibited Acts, Code of Ethics and Nepotism, and to review and discuss them annually at a regularly scheduled public meeting. The documents had been enclosed in each member's packet for review and discussion at the Board of Education meeting. Each member signed a declaration acknowledging receipt and that they have read and are familiar with the Code of Ethics, which is retained in the office of the Board Secretary.

I. Appointment of Board Committee Chairpersons and Members:

1. Curriculum
2. Facilities
3. Finance
4. Personnel
5. Policy
6. Negotiations
7. Community Relations
8. Technology

1. Curriculum - Chair - Deborah Levitt, Stephanie Woodhouse-Hughes, Angelic Delcher, Kerrie Marrone. Alternate - Jon Barnhart.
2. Facilities - Chair - Jon Barnhart, Christopher Kennedy, Mark Bruno, Zubair Syed. Alternate - Angelic Delcher
3. Finance - Chair - Zubair Syed, Mark Bruno, Deborah Levitt, Brad Levari. Alternate - Christopher Kennedy
4. Personnel - Chair - Deborah Levitt, Jon Barnhart, Stephanie Woodhouse-Hughes, Brad Levari. Alternate - Kerrie Marrone
5. Policy - Chair - Stephanie Woodhouse-Hughes, Deborah Levitt, Angelic Delcher, Kerrie Marrone. Alternate - Brad Levari
6. Negotiations - Chair - Zubair Syed, Stephanie Woodhouse-Hughes, Brad Levari, Jon Barnhart. Alternate - Deborah Levitt
7. Community Relations - Chair - Angelic Delcher, Christopher Kennedy, Kerrie Marrone, Brad Levari.
8. Technology - Chair - Christopher Kennedy

Discussion: Mrs. Delcher asked for direction as to how to approach the Community Relations Committee. Mrs. Levitt asked the Policy Committee to review all the committees to find the service function that makes sense. Mr. Barnhart is in favor of reducing the committees and getting

better attendance at the important meetings.

Administration of the Oath of Office by the Board Secretary(continued)

1. Mark Bruno - 2,084 - Three Year Term

J. Motion to appoint the following:

1. Legislative Delegate to New Jersey School Board Association and Atlantic County School Board Association - Angelic Delcher.
2. Alternate Legislative Delegate to New Jersey School Board Association and Atlantic County School Board Association - Christopher Kennedy.
3. County Representative to the Executive Committee of New Jersey School Board Association - Brad Levari.

Discussion: Mrs. Albright will get the meeting schedules and more information about the meetings.

A Motion was made by Deborah Levitt and seconded by Stephanie Woodhouse-Hughes, Motion. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levari, Levitt, Marrone, Syed, Woodhouse-Hughes.

4. Open to the Public- (Public Comment may be limited to three minutes per person per issue)

The Board of Education welcomes your comments, concerns, and questions. Every agenda provides two opportunities for concerned citizens to address the Board. Be advised that we do not discuss specific personnel or student matters in public and if your comment concerns those matters, we ask that you speak to the Superintendent directly.

Effective responsible consideration of an issue by the Board is best accomplished when it is scheduled in advance, as an item on the meeting agenda. Therefore, while comments and questions are welcomed, the Board generally will not respond to items or engage in a dialogue during public comment. When appropriate, questions or concerns may be referred to Administration for investigation, referred to a Board committee for review, or referred to other staff or professionals for assistance, and if necessary, reported back to the Board at a later meeting. Please be advised that there is a 3 minute limit for each public speaker.

No public addressed the Board at this time.

5. Appointments and Procedures

A. Motion to approve the following:

1. All policies and administrative procedures currently in effect shall remain in effect, until amended or deleted.
2. The District's Standard Operating Procedures and Internal Controls Manual and the District's Purchasing Manual.

3. The district's curriculum and textbooks.
 4. The mandated procedure for maintaining pupil records according to N.J.A.C. 6:3-6.3(a)2.
 5. The Press of Atlantic City and The Current as the designated official newspapers for the Board.
- B. Motion to authorize the Business Administrator to develop an approved cash management plan.
- C. Motion to approve Ocean City Home Bank as designated legal depositories of monies belonging to the Board and authorizing the signatories as per the attached master signature listing.
- D. Motion to recognize the Northfield Education Association as the official bargaining unit for teachers, secretaries, maintenance/custodial and supportive staff as outlined in the Northfield Board of Education/Northfield Education Association Agreement and the Northfield Principals Association as the official bargaining unit for principals and supervisors as outlined in the Northfield Board of Education/Northfield Principals' Association Agreement.
- E. Motion to approve the annual meeting calendar, and authorize the Business Administrator/Board Secretary to post the calendar with the Press of Atlantic City, City Clerk, and the school and district offices.

A Motion was made by Stephanie Woodhouse-Hughes and seconded by Mark Bruno, to approve items 5.A., 5.B., 5.C., 5.D., 5.E. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levari, Levitt, Marrone, Syed, Woodhouse-Hughes.

6. Open to the Public

No public addressed the Board at this time.

7. Executive Session

No executive session is necessary at this time.

8. Announcement

Next Regular Board meeting, Monday January 23, 2017, Vocal Music Room, 6:30 PM.

9. Adjournment

A Motion was made by Angelic Delcher and seconded by Mark Bruno, to adjourn at 7:25 p.m.. The Motion Passed by a vote of 9 Ayes and 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levari, Levitt, Marrone, Syed, Woodhouse-Hughes.

Respectfully submitted,

Linda Albright
Business Administrator/Board Secretary