

**RIVERTON BOARD OF EDUCATION
REORGANIZATION MEETING
JANUARY 2, 2020**

The Reorganization meeting of the Riverton Board of Education was called to order by Mr. Nikolas Vrettos, Board Secretary, at 7:00 p.m. in the Media Center at the school.

Mr. Vrettos led the salute to the flag.

Mr. Vrettos read the following statement:

“On January 4, 2019, notice of this meeting was mailed to Burlington County Times, and the Courier Post. Notice of this meeting was posted on the front door of the school, the Post Office, the WSFS Bank, and filed with the Municipal Clerk. I direct the Secretary to enter this public announcement into the minutes.”

Mr. Vrettos announced the election results of November 5, 2019. There were 3 people who ran for 3 seats and based on the results, Robin McGinnis, Paul Papenberg, and Mark DiLeo were all re-elected. They were congratulated and asked to stand and recite their oaths.

Mr. Vrettos took a roll call:

Mrs. Corbi	Mr. Papenberg
Mr. Croft	Mr. Sencindiver
Mr. DiLeo	Mr. Warnock
Mr. Elliot	Mrs. Eck, Superintendent
Mrs. Mack	Mr. Vrettos, School Board Secretary
Mrs. McGinnis	

At this time Mr. Vrettos called for nominations for the President for the Board of Education.

Mr. Warnock nominated Mr. Walter Croft, motion was seconded by Mr. Sencindiver.

Mr. Vrettos called for any other nominations and hearing none, he closed the nominations.

Motion carried, all members voting aye.

Mr. Croft opened up nominations for Vice-President for the Board of Education.

Mr. Sencindiver nominated Mr. Warnock, motion was seconded by Mrs. Mack.

Mr. Croft called for any other nominations and hearing none, he closed the nominations.

Motion carried, all members voting aye.

At this time, Mrs. Eck proceeded with the Public Preschool lottery – Mrs. Eck said there were 5 places taken for Reg. Ed. and 8 taken for Special Ed. – there was no need for a lottery. No one opposed. At this time Mr. Walter Croft had to leave the meeting at 7:12 p.m.

AUDIT PRESENTATION: Mr. Robert Inverso reported on the 2018-19 year-end audit. He stated the school remains in excellent financial condition and made no further suggestions or recommendations.

Mrs. Corbi made the following motion:

-to approve the appointment of the 1st Colonial National Bank as its depository for school funds for the 2020 calendar year.

Seconded by Mrs. Mack, motion carried, all members voting aye.

Mrs. McGinnis made the following motion:

-to approve the signatories for the Board of Education bank accounts as listed:

Custodian Account	Walter Croft, President Nikolas Vrettos, School Business Administrator/Board Secretary Thomas Egan, Treasurer
Agency Account	Nikolas Vrettos, School Business Administrator/Board Secretary Thomas Egan, Treasurer
Flexible Spending Account	Nikolas Vrettos, School Business Administrator/Board Secretary Thomas Egan, Treasurer
Payroll Account	Nikolas Vrettos, School Business Administrator/Board Secretary Thomas Egan, Treasurer
Unemployment Trust Fund	Walter Croft, President Nikolas Vrettos, School Business Administrator/Board Secretary Thomas Egan, Treasurer
Activity Account	Nikolas Vrettos, School Business Administrator/Board Secretary Thomas Egan, Treasurer
Maintenance Reserve Account	Nikolas Vrettos, School Business Administrator/Board Secretary
Capital Reserve Account	Nikolas Vrettos, School Business Administrator/Board Secretary
Scholarship Fund Account	Nikolas Vrettos, School Business Administrator/Board Secretary Thomas Egan, Treasurer

Seconded by Mrs. Corbi, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-to approve the authorization of Mr. Nikolas Vrettos, School Business Administrator to solicit competitive quotations pursuant to N.J.S.A. 18A:18A-37(c).

Seconded by Mrs. Mack. Mrs. McGinnis asked what this meant and Mr. Vrettos explained that when purchases meet certain thresholds, we need to get multiple quotes or bids depending on the amount.

Mr. Sencindiver made the following motions:

-to approve the chart of accounts in compliance with GAAP as currently used by the district.

Seconded by Mr. Elliot, motion carried, all members voting aye.

-to approve the Investment (403b) providers for the 2020 calendar year as listed a-d:

- a. AXA Equitable
- b. Great American Financial Resources
- c. Lincoln Investment Planning
- d. The Variable Annuity Life Insurance Company

Seconded by Mr. Elliot, motion carried, all members voting aye.

-to approve TSA Consulting Group as the Third Party Administrator (TPA) for Riverton Board of Education's 403(b) plans.

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mr. Papenberg made the following motions:

-to approve the payment of bills between Board of Education meetings as prepared by the School Business Administrator and reviewed by the Superintendent and one member of the Finance Committee.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

-to approve the resolution to appoint Mr. Scott Warnock for the 2020 calendar year as Riverton Board of Education representative on the Palmyra Board of Education.

Seconded by Mrs. Corbi, motion carried, all members voting aye.

Mr. Sencindiver made the following motion:

-to approve the appointment of the Burlington County Times, as its legal newspaper for the 2020 calendar year.

Seconded by Mrs. Mack, motion carried, all members voting aye.

Mr. Papenberg made the following motion:

-to approve the appointment of Inverso and Stewart as the Public School Accountant of the Board of Education through the Reorganization Meeting scheduled for January 2021 at the annual fee of \$23,200. (2% increase).

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-to approve the appointment of Mr. Stephen J. Mushinski/Mr. Frank Cavallo of Parker McCay as School Solicitor through the Reorganization Meeting scheduled for January 2021 at an hourly fee of \$175.00 (no increase) for shareholders and \$95.00 per hour for paralegals.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mr. Papenberg made the following motions:

-to approve the appointment of the Barclay Agency as Property/Casualty Insurance Brokers and Risk Management Consultant in accordance with the School Alliance Insurance Fund (SAIF) Bylaws.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

-to approve the following schedule of regular meetings for the 2020 calendar year. These meetings will be held in the Media Center, at 7:00 P.M., unless otherwise advertised.

January 28, 2020	*August 18, 2020
February 25, 2020	September 22, 2020
*March 17, 2020	October 27, 2020
April 28, 2020	November 24, 2020
May 26, 2020	No December Meeting
June 23, 2020	January 5, 2021 (Reorganization)
	<i>*denotes day/week change</i>

Seconded by Mr. Sencindiver, motion carried, all members voting aye.

Mr. Sencindiver made the following motion:

-to adopt the following for the 2020 calendar year as listed a-d:

- a. Board Policy/Regulations/Procedures/By-Laws Manual
- b. Code of Ethics for Board Members and the training on the Code of Ethics
- c. Job Descriptions Manual
- d. Mission Statement

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-to approve and adopt the functional organizational chart showing reporting responsibilities of the Board and Administrative Personnel.

Seconded by Mr. Elliot, motion carried, all members voting aye.

Mr. Sencindiver made the following motion:

-to approve Colonial Life with their partnership with Flex Facts, Inc., as a voluntary benefit company and the third party administrator for the Flexible Spending Account as required by Chapter 78 at a fee of \$3.50/month per participant with a minimum charge of \$50.00/month.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mr. Elliot made the following motion:

-to approve sharing the flexible spending plan administration fee from Flex Facts with Riverton Borough for January 2020 - December 2020. Shared Fee: \$75/month; \$37.50 each.

Seconded by Mrs. Mack, motion carried, all members voting aye.

Mr. Papenberg made the following motions:

-to approve the request to allow the Superintendent to fill any vacant position for the 2020-21 school year with a qualified candidate who holds, if position warrants, permanent NJ Certificate and whose references are suitable prior to the next regular scheduled Board of Education meeting. The Board will take action to approve/confirm the recommended candidate at their next regular scheduled meeting.

Seconded by Mrs. Corbi, motion carried, all members voting aye.

-to grant permission for the Superintendent to assign duties or stipend positions to staff members as necessary.

Seconded by Mr. Elliot, motion carried, all members voting aye.

-to approve the appointment of Mary Ellen Eck, Superintendent, for the 2020-21 school year as the District's Affirmative Action designee and as Affirmative Action Officer, Mrs. Eck will serve as the District's Chief Equity Officer as required by N.J.A.C. 6:4-1.3.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mr. DiLeo made the following motion:

-to accept as listed a-b:

- a. The Secretary's Minutes for the regular meeting (Public and Executive) on November 26, 2019;
- b. The School Board Election results on November 5, 2019.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

CORRESPONDENCE: - Mrs. Eck mentioned School Board Notes, Grants, Calendar for 20-21 School Year – Possibly Begin before Labor Day

ADMINISTRATION REPORT: None – Next Meeting

RECOGNITION OF CITIZENS FOR DISCUSSION OF AGENDA ITEMS: - None

PTO: - None

COMMITTEE REPORTS:

- a. Personnel – Mr. Sencindiver
- b. Curriculum – Mr. Warnock
- c. Building & Grounds – Mr. DiLeo
- d. Finance – Mr. DiLeo reviewed the bills and found all to be in order.
- e. Policy – Mrs. Corbi
- f. Community Relations – Mrs. Corbi, Mrs. Mack, Mrs. McGinnis
- g. Legislation – Mr. Croft, Mr. Elliot
- h. Palmyra Board Representative – Mr. Elliot

OLD BUSINESS: None

NEW BUSINESS:

Based on the recommendation of the Superintendent, Mrs. McGinnis made the following motion:

-to accept the audit for the 2018-19 school year as prepared and presented by Mr. Robert Inverso, Inverso and Stewart and to approve the submission of the Corrective Action Plan (no recommendations) to the County Office of Education for approval.

Seconded by Mrs. Mack, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-to approve Resolution #1-20 (attached) to participate in the OPRA request filing to the Department of Education at no cost to the Board with the option to participate in future, related litigation (if any) represented by Weiner Law Group at an initial contribution of \$1,000.

Seconded by Mrs. McGinnis. Mrs. Eck stated there were 40 districts sticking together. Mr. Sencindiver said if it drags out over 120 days it will get tied up in litigation. Motion carried, all members voting aye.

Mrs. McGinnis made the following motion:

-to announce Ms. Rosemary Allen as the Educator of the Year for the 2019-20 school year and to approve the selection.

Seconded by Mrs. Mack, motion carried, all members voting aye.

Mr. Sencindiver made the following motion:

-to confirm the boys basketball team to participate in the Sacred Heart Basketball Tournament on December 21-28, 2019, at a cost of \$200.00. Responsible person: Mr. Steve Foley.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

Mrs. Corbi made the following motion:

-to confirm the following applications for facilities use as listed a:

- a. Riverton Borough to use the gymnasium on Thursday, January 2, 2020 from 6:00 to 9:00 P.M. Responsible person: Michelle Hack, Borough Clerk.

Seconded by Mrs. McGinnis. Mr. Sencindiver asked if there is still a men's basketball league and multiple members answered yes. Motion carried, all members voting aye.

Mr. Papenberg made the following motion:

-to approve the Fire & Security Drill Report for the month of December 2019 as submitted by the Superintendent.

Seconded by Mrs. Mack, motion carried, all members voting aye.

Mrs. Mack made the following motion:

-to approve the "Statement of Assurance Regarding the Use of Paraprofessional Staff" (SOA) prepared by the Superintendent on file in the main office.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

Mr. Papenberg made the following motions:

-to approve the Special Payrolls for hourly, per diem, and substitute employees for November 2019.

Seconded by Mr. DiLeo, motion carried, all members voting aye.

-to approve the Board Secretary's and Treasurer's Reports for November 2019 in balance.

Seconded by Mr. Elliot, motion carried, all members voting aye.

Mrs. McGinnis made the following motion:

-to approve the following resolution

Pursuant to NJAC 6A:23A-16.10(c) 4, we certify that as of November 30, 2019, after review of the secretary's monthly financial report, and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been overextended in violation of NJAC 6A:23A-16.10(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Seconded by Mrs. Mack. A roll call was taken with all members voting aye. Motion carried.

Mrs. Mack made the following motion:

-to approve the payment of bills for December 20, 2019 in the amount \$594,676.29.

Seconded by Mr. DiLeo, motion carried, all members voting aye.

Mr. DiLeo made the following motion:

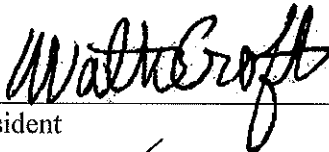
-to approve the transfers, as listed, in the amount of \$9,022.12 for November 2019.

Seconded by Mrs. McGinnis, motion carried, all members voting aye.

EXECUTIVE SESSION

RESOLVED, that pursuant to Section 8 of the Open Public Meeting Act, the Public shall be excluded from the portion of the meeting involving the discussion of HIB Case #1.

FURTHER, that any action taken shall be disclosed following the executive meeting.



President



Secretary

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

WHEREAS, the Riverton Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of the Riverton Board of Education will reconvene following the end of the closed session, approximately _____ p.m. this evening.

NOW, THEREFORE, BE IT RESOLVED that the Riverton Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

_____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from _____ discussion in public (Provision relied upon: _____);

_____ Any matter in which the release of information would impair a right to receive funds from the federal government;

_____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

_____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: _____);

_____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

_____ Any investigations of violations or possible violations of the law;

_____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is entitled: _____) (If contract negotiation, the nature of the contract and interested party is _____)

_____ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing, 124 N.J. 478, the employee(s) and nature of discussion is _____);

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.

BE IT FURTHER RESOLVED that the Riverton Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Riverton Board of Education Attorney advises the Riverton Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Riverton Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

Upon a motion made by Mrs. Mack, seconded by Mrs. McGinnis, the Board adjourned to Executive Session at 7:27 p.m. for the purpose of discussing HIB Case #1.

PUBLIC SESSION:

Upon a motion made by Mr. Elliot, seconded by Mrs. McGinnis, the Board reconvened to open Public Session at 7:35 p.m. Motion carried, all members voting aye.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION:

Based on the recommendation of the Superintendent, Mrs. McGinnis made the following motion:

-to affirm the HIB Investigation Case # 1.

Seconded by Mr. Papenberg, motion carried, all members voting aye.

DISCUSSION ITEMS: - Board of Education Committee Assignments – None

- Mrs. McGinnis asked has anyone proposed Sacred Heart gym for basketball
- Mrs. Eck said Sacred Heart said no. Mr. DiLeo said Riverton’s gym is great and gives home court advantage for home games.


INFORMATION ITEMS: None

RECOGNITION OF CITIZENS FOR COMMENT ON ITEMS NOT ON THE AGENDA: None

ADJOURNMENT:

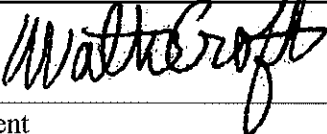
Hearing no further business, Mr. Croft called for a motion to adjourn at 7:38 p.m.

Upon a motion made by Mr. Elliot, seconded by Mrs. Mack, the Board moved for the meeting to be adjourned. Motion carried, all members present voting aye.

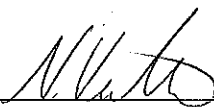


 Nikolas Vrettos, Secretary
 Riverton Board of Education

APPROVED UPON MOTION OF THE BOARD



 President



 Secretary