

**MINUTES OF THE ANNUAL REORGANIZATION MEETING  
TOWNSHIP OF OCEAN BOARD OF EDUCATION  
January 2, 2018**

**CALL TO ORDER**

The Board Secretary, Mr. Kenneth Jannarone, called the Annual Reorganization Meeting of the Township of Ocean Board of Education to order at 8:00 p.m. in the auditorium of the School District's Administration Building.

**STATEMENT OF NOTICE**

Adequate notice of the meeting to be held by the Township of Ocean Board of Education on Tuesday, January 2, 2018 at 8:00 p.m. has been provided in accordance with the requirements of Chapter 231, Public Laws, 1975.

1. Notice of the meeting was posted on the bulletin board in the lobby of the Administration Building, 163 Monmouth Road, Oakhurst, New Jersey, all Ocean Township District Schools and Transportation, and the School District Website [www.oceanschools.org](http://www.oceanschools.org) on January 3, 2018.
2. Notice of the meeting was transmitted to the Asbury Park Press on January 3, 2018 and The New Coaster Newspapers on January 3, 2018.
3. Notice of the meeting was filed with the Municipal Clerk, Township of Ocean and the Municipal Clerk, Village of Loch Arbour on January 3, 2018.

**REORGANIZATION**

Mr. Kenneth Jannarone, Board Secretary, presided over the annual reorganization meeting until the new Board of Education President was elected. Mr. Jannarone welcomed everyone attending the meeting.

1. **REPORT ON THE ANNUAL SCHOOL ELECTION**

The OFFICIAL results of the Annual School Election held, for the Township of Ocean on November 7, 2017. The results of the election, per certification from the Monmouth County Board of Elections, are as follows:

**FOR MEMBERS OF THE BOARD OF EDUCATION FOR THREE (3) YEAR TERMS**

Joseph Hadden .....	4,281*
James Dietrich.....	4,216*
Dr. David Marshall .....	4,202*
(Write-Ins).....	68

\*Successfully elected to a seat on the Board of Education

2. **Oath of Office: Swearing in of Newly Elected Members by the Board Secretary**

Mr. Jannarone administered the Oaths of Office to two (2) of the three (3) incumbents, re-elected, Mr. Joseph Hadden, Mr. James Dietrich and Dr. David Marshall, for 3 year terms on the Board of Education. Dr. Marshall was not in attendance and will be sworn in at a future meeting.

Joseph Hadden	Full 3 Year Term	Re-Election November 2020
James Dietrich	Full 3 Year Term	Re-Election November 2020
Dr. David Marshall	Full 3 Year Term	Re-Election November 2020

3. **ROLL CALL OF ATTENDANCE**

The following members were present: Mr. Steven Clayton, Mr. James Dietrich, Mrs. Janice Fuller, Mr. Joseph Hadden, Mrs. Amy McGovern, Mr. Michael Palutis, Mrs. Denise Parlamas and Mr. John Stuppi. Mr. David Marshall was absent.

4. **Board Members November Re-Election Dates**

Steven Clayton .....	2018
Michael Palutis.....	2018
Denise Parlamas.....	2018
Janice Fuller – ( <i>Appointed</i> ) .....	2018
Amy McGovern .....	2019
John Stuppi .....	2019

5. **Election of Board President**

Mr. Jannarone opened the floor for nominations for Board President.

- A. Nominating Motions Mr. Michael Palutis was nominated by Mr. Dietrich.
- B. Consent of the Nominees  
Board Secretary asked for consent of Nominee: Mr. Palutis answered yes.
- C. Closing of Nominations & Vote on Nominations  
Seeing no other, nominations were closed.

Mrs. Parlamas made a motion, seconded by Mrs. McGovern for nomination of President.

Motion(s) carried: 8-0 To elect Mr. Palutis as Board of Education President

6. **New President Assumes Chair**

Mr. Palutis thanked the Board of Education for their confidence in him and he then conducted the election of the Vice President.

7. **Election of Board Vice President**

Mr. Palutis opened the floor for nominations for vice president.

- A. Nominating Motions Mrs. Denise Parlamas was nominated by Mr. Dietrich.
- B. Consent of the Nominees  
Mr. Palutis, President, asked for consent of Nominee (Board Vice President)  
Mrs. Parlamas answered yes.
- C. Closing of Nominations & Vote on Nominations  
Seeing no other, the President closed nominations

Mr. Dietrich made a motion, seconded by Mr. Clayton for nomination of Vice President:

Motion(s) carried: 8-0 To elect Mrs. Parlamas as Vice President

**PUBLIC COMMENT** (Agenda items only): None

**BOARD AS A WHOLE:**

Mrs. Parlamas made a motion, seconded by Mr. Palutis for approval of the following item(s):

1. **Notice of Open Public Meetings**

Resolved that, in compliance with the guidelines of the Open Public Meetings Act, Chapter 231 of the Public Laws, 1975, the Township of Ocean Board of Education hereby gives annual notice that until the next reorganization meeting which will be held in the auditorium of the School District Administration Building at 8:00 pm on Tuesday, January 8, 2019 or until further notice is given that:

**Section 1.** The Regular Public Monthly Meetings of the Board are to be held every month in the auditorium of the School District Administration Building, 163 Monmouth Road, Oakhurst, NJ at 8:00 p.m. as follows:

Tuesday, January 23, 2018	Tuesday, July 24, 2018
Tuesday, February 20, 2018	Tuesday, August 28, 2018
Tuesday, March 20, 2018	Tuesday, September 25, 2018
Tuesday, April 17, 2018	Tuesday, October 16, 2018
Tuesday, May 22, 2018	Tuesday, November 27, 2018
Tuesday, June 19, 2018	Tuesday, December 18, 2018

The public Work Meetings are to be held on following Tuesday's: January 9, 16, February 6, 13, 27, March 6, 13, April 10, 24, May 8, 15, June 5, 12, July 10, August 7, 21, September 4, October 2, 9, 30, November 13, and December 4, 11, 2018 in the auditorium of the School District Administration Building, except for work sessions held before a regular public meeting, these will be held in the Superintendent's Office of the School District Administration Building, 163 Monmouth Road, Oakhurst, NJ at 7:30 p.m. Executive closed session will begin at 7:00 p.m. until approximately 7:30 p.m

**Section 2.** The annual notice for Township of Ocean Board of Education meetings will be published in the Coaster, and the Asbury Park Press, and will be filed with the Municipal Clerk, Township of Ocean and on the district website [www.oceanschools.org](http://www.oceanschools.org).

**Section 3.** The President of the Board will announce and have placed in the minutes of each meeting a statement indicating that the notice requirement of the law has been satisfied stating the time, place and manner in which the required notice was provided.

**Section 4.** Only emergency meetings as defined by law may be held without complying with the notice requirements of the law.

**Section 5.** The Township of Ocean Board of Education will hold closed meetings only to discuss those matters, which are specifically exempt from the law. Primarily, these closed portions of meetings will involve personnel matters and material, which would constitute an

unwarranted invasion of an individual's privacy. Only the twelve types of material listed in the law will be discussed or acted upon in private.

**Section 6.** Before going into closed session, the Board will adopt a resolution indicating the specific nature of the subject to be discussed in the closed session, the estimated duration of the session and if and when that discussion can be disclosed to the public

**Section 7.** Appropriate minutes will be kept of all meetings including the time and place for the meeting, members present, method of notice of the meeting and the subjects considered. Minutes will be available for public inspection except items, which are specifically exempt from disclosure by law.

**Section 8.** The public's participation in work meetings is welcome and action may be taken.

**Section 9.** This resolution shall take effect immediately.

Motion(s) carried: 8-0

Mrs. McGovern made a motion, seconded by Mrs. Fuller for approval of the following item(s):

2. **Bank Depositories/Authorized Signatures for the 2018 Year**

Move to approve the following banks be appointed as official depositories for school district funds for 2018, and that fund withdrawal authorization is to be granted by signature of those persons heretofore elected, appointed, and/or designated to the Offices of Board President, Board Vice-President (in the absence of the President), School Business Administrator/Board Secretary, Assistant School Business Administrator and/or Treasurer of School Monies.

<b>Account</b>	<b>Bank/Primary</b>	<b>Authorized Signatories</b>
a. For Custodial Accounts	Santander Bank	1, 2, 3
For Custodial Accounts	Investors Bank	1, 2, 3
b. For Payroll	Santander Bank	2
For Payroll	Investors Bank	2
c. For Payroll Agency	Santander Bank	2
For Payroll Agency	Investors Bank	2
d. For Investments	Santander Bank	1 or 4
	Investors Bank	
	Morgan Stanley	
	N.J./ARM	
	N.J. State Cash Management Fund	
e. For Student Accounts	Santander Bank	1 or 4
For Student Accounts	Investors Bank	1 or 4
f. For Athletic Fund	Santander Bank	1 or 4
For Athletic Fund	Investors Bank	1 or 4
g. For Cafeteria Fund	Santander Bank	1 or 4
For Cafeteria Fund	Investors Bank	1 or 4
h. For Lease Escrows	TD Bank	1 or 4

**\*Key Authorized Signatories:**

1. School Business Administrator/Board Secretary
2. Treasurer of School Monies

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3. Board President
4. Assistant School Business Administrator/Asst. Board Secretary

Motion(s) carried: 8-0

Mr. Hadden made a motion, seconded by Mrs. McGovern for approval of the following item(s):

3. **Annual Renewal and Approval of all Official Bylaws and Board Policies and Regulations**  
Move for the renewal and approval of all the official Board of Education Bylaws and Policies of the Township of Ocean School District and as per the detailed policies currently found in the Township of Ocean Official Policy Manuals, which are on file and available for public review and inspection in every school building in the district, in the School District Administration Building at 163 Monmouth Road, Oakhurst, NJ, and on the district website: [www.oceanschools.org](http://www.oceanschools.org).

Motion(s) carried: 8-0

Mr. Clayton made a motion, seconded by Mrs. McGovern for approval of the following item(s):

4. **Parliamentary Procedure**  
Move that the Board of Education adopt Robert's Rules of Order (Newly Revised) as the official parliamentary procedure manual to conduct Board of Education meetings for the 2018 year, except where modified by board bylaws and/or policy.

Motion(s) carried: 8-0

Mr. Dietrich made a motion, seconded by Mrs. Parlamas for approval of the following item(s):

5. **Official Newspapers**  
Move that the Board of Education does hereby designate The New Coaster and/or the Asbury Park Press as the official newspapers for public notices. The district website [www.oceanschools.org](http://www.oceanschools.org) will also carry all public notices.

Motion(s) carried: 8-0

**SUPERINTENDENT'S REPORT:** None

**OLD BUSINESS:**

- Board of Education thanked Mr. Dietrich for his serving as President last year.
- Mr. Dietrich thanked Mr. Palutis for his serving as Vice President in 2017.

**NEW BUSINESS:** None

**PUBLIC COMMENTS:** None

**ADJOURNMENT: 8:21 p.m.**

There being no further business, Mr. Palutis made a motion, seconded by Mr. Dietrich, that the meeting be adjourned. This motion carried 8-0.

Respectfully submitted,

Kenneth Jannarone  
School Business Administrator/Board Secretary