

**Gloucester City Public Schools Board of Education**  
**1300 Market Street**  
**Gloucester City, NJ 08030**

January 6, 2022  
ORGANIZATION MEETING AGENDA

**OPENING STATEMENT:** Open Public Meetings Act

Presiding: Mrs. Teri Weeks, Business Administrator / Board Secretary

This meeting is being held in accordance with the Open Public Meetings Act. Notice of this meeting has been posted on the district website and published through written notice on the official school bulletin board at the Gloucester City High School Media Center and through written notice to the Gloucester City News, the Courier Post, and the Gloucester City Clerk.

**FLAG SALUTE**

Mission Statement

The educational process of the Gloucester City Public School District is the embodiment of visionary leadership, involved community, and individual needs. It is characterized by a holistic approach, by technological innovation, and by the development of socially responsible citizens. All students in the Gloucester City School District will be able to demonstrate the skills as outlined in the New Jersey Student Learning Standards. The students of the Gloucester City Schools will become contributing members of a changing economy and be prepared and committed to lifelong learning.

**ELECTION RESULTS:**

The Business Administrator announces the [results](#) of the Annual School Board Election of November 2, 2021.

Results of the Annual School Board Election November 2, 2021 are as follows:

Elect two (2) members of the for unexpired two (2) year term

- Kelly Rivas 1541 votes
- Michelle Wright 1544 votes

Elect three (3) Members of the Board of Education for a three (3) year term:

- Meredith Gruff-Flinn 1565 votes
- Bernadette James 1615 votes
- Michael Smollock 1585 votes

**SWEARING IN OF NEWLY ELECTED BOARD MEMBERS.** Members will take the [Oath of Office](#)

- Meredith Gruff - Flinn
- Bernadette James
- Kelly Rivas
- Michael Smollock
- Michelle Wright

The Oath of Office is administered to newly elected and appointed board members by Mr. Morlock. Congratulations to all members!

**MEETING CALLED TO ORDER at 7:00 PM**

**Members Present:** Mrs. Wright, Ms. Flinn, Mrs. Borger, Mr. Harris, Mr. Smollock, Mrs. James, Mrs. Rivas (remote), Mr. Sanderson, Mr. Ulmer, Ms. Maass

**Members Absent:** None

**Other Present:** S. Gorman, Supt, T. Weeks, Bus. Admin, Dr. Chiodi, Asst. Supt, W. Morlock, Solicitor, J. Holmstrom, D. Lacovara, Principals, W. O’Kane, E. Rawley, R. Collins, Directors, D. Struss, C. Loughlin and

**OFFICER AND DELEGATE NOMINATIONS**

Motion to Nominate Mrs. Wright for President made by Ms. Flinn, seconded by Mrs. Borger. No other nominations made. Recommend that the Board of Education appoint Mrs. Wright as President.

Motion approved by all members present who voted yes.

*Motion approved*

Motion to Nominate Ms. Flinn for Vice President made by Mr. Harris, seconded by Mrs. Borger. No other nominations made. Recommend that the Board of Education appoint Ms. Flinn as Vice President

Motion approved by all members present who voted yes.

*Motion approved*

**BOARD OF EDUCATION COMMITTEE APPOINTMENTS** Motion made by Ms. Flinn, seconded by Ms. Borger to approve the following Board of Education Committees for 2022:

<b>Committee</b>
Personnel\Negotiations
Policy\PR
Property\Facilities
Curriculum\Instruction
Finance
Sick Bank
Technology
Residency
Athletics
Shared Services\Community/Road Forward

Motion approved by all members present who voted yes.

*Motion approved*

**OFFICIAL APPOINTMENTS AND PROFESSIONAL SERVICES:** Motion made by Ms. Flinn, seconded by Mrs. Borger to approve the following official appointments and professional service providers school year, Official Depositories and Official Newspapers

Motion approved by all members present who voted yes.

*Motion approved*

**RESOLUTION, QUALIFIED PURCHASING AGENT**

WHEREAS, the changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$44,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Teri J. Weeks possess the designation of [Qualified Purchasing Agent](#) as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, The Gloucester City Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3.

NOW, therefore, be it RESOLVED, that the governing body of the Gloucester City Board of Education, in the County of Camden, in the State of New Jersey hereby increases its bid threshold to \$44,000 (Forty Four thousand dollars); and

BE IT FURTHER RESOLVED, that the governing body hereby appoints Teri J. Weeks as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Teri J. Weeks’ certification to the Director of the Division of Local Government Services.

Motion approved by all members present who voted yes.

*Motion approved*

**Official Depositories of District Funds**

PNC Bank, TD Bank

**Authorized Check Signers for Accounts**

<u>Account Name</u>	<u>Required Signatures</u>		
General Account	1. President	2. Business Administrator	
Payroll Account	1. President	2. Business Administrator	
Social Security/Pension Acct.	1. President	2. Business Administrator	
Cafeteria	1. President	2. Business Administrator	
Govt. Employees/Trust Acct	1. Business Administrator		
CSS Student Activities	1. President	2. CSS Principal	3. Business Administrator
GMS Student Activities	1. President	2. GMS Principal	3. Business Administrator
GHS Student Activities	1. President	2. GHS Principal	3. Business Administrator

Motion approved by all members present who voted yes.

*Motion approved*

**Official Newspapers:**

Gloucester City News & Courier Post

**Staff Appointments**

<b>Appointment</b>	<b>Name</b>	<b>Position</b>
School Board Secretary	Teri J. Weeks	School Business Administrator
504 Officer	Eliza Rawley	Director of Special Education
Affirmative Action Officer	Dr. Kimberley Chiodi	Assist. Superintendent of Curr. & Instruction
Title IX Coordinator	Dr. Kimberley Chiodi	Assist. Superintendent of Curr. & Instruction
Civil Rights Officer	Dr. Kimberley Chiodi	Assist. Superintendent of Curr. & Instruction

Public Agency Officer	Teri J. Weeks	School Business Administrator
Qualified Purchasing Agent	Teri J. Weeks	School Business Administrator
Custodian of Records	Teri J. Weeks	School Business Administrator
CCESC Representative	Mr. Sean Gorman	Superintendent

Motion approved by all members present who voted yes.

*Motion approved*

### Professional Appointments

Professionals	Firms
Solicitor	Parker McCay
Architect	Reagan Young England Butera
Auditor	Bowman and Company
Medical Inspector	Dr. Gigliotti
Insurance Broker of Record - General	Conner Strong
Insurance Broker of Record - Benefits	Brown & Brown

Motions approved by all members present who voted yes.

*Motion approved*

**BOARD POLICIES AND PROCEDURES** Motion to approve the following board policy and procedure items made by Ms. Flinn

1. **School Board Member Code of Ethics** - The School Board Member Code of Ethics and affirm that policy and procedures regarding training of district board of education members has been adopted. All Board members acknowledge receipt, have read the Code of Ethics and understand them.
2. **Board to approve the board compliance with the Open Public Meetings Act:**  
Approve the Board compliance with the Open Public Meetings Act:  
WHEREAS, the New Jersey Open Public Meetings Act, Chapter 231 of the Laws of 1975, requires adequate notice of all public meetings and specified the manner in which the same shall be accomplished and requires the publication of the time, date and place of said meetings;  
THEREFORE, BE IT RESOLVED by the Board of Education of the City of Gloucester City, in the County of Camden and the State of New Jersey, that the Notice attached hereto and made a part hereof, shall be published by the Secretary in the GLoucester City News and The Courier Post and posted by the Secretary in accordance with said Act and given to any person requesting same in accordance with said Act.
3. **OFFICIAL MEETING NOTICE**

#### **NOTICE OF ANNUAL SCHEDULE OF REGULAR AND EXECUTIVE SESSION MEETINGS OF THE BOARD OF EDUCATION OF GLOUCESTER CITY**

Notice is hereby given by the Board of Education of the City of Gloucester City, Camden County, New Jersey, that the caucus and regular monthly meetings of the Board of Education shall be held at 7:00 o'clock P.M., prevailing time, on the following dates. *All meetings will be paperless, digital agendas will be available on the district website* and held at the Gloucester City High School, 1300 Market Street, Gloucester City, New Jersey. Meeting may be virtual or in person.

**Board Caucus**

February 3, 2022  
March 3, 2022  
April 7, 2022  
May 5, 2022\*  
June 2, 2022  
No Caucus  
August 3, 2022\*\*  
September 8, 2022  
October 6, 2022  
November 10, 2022  
December 1, 2022

**Board Meeting**

January 11, 2022  
February 8, 2022  
March 8, 2022  
April 12, 2022  
May 10, 2022  
June 7, 2022  
July 12, 2022  
August 9, 2022  
September 13, 2022  
October 11, 2022  
November 15, 2022  
December 6, 2022

January 5, 2023 Annual Organization and Regular meeting

\*Public Hearing on school budget

\*\* Board Retreat, Wednesday

Notice is further given that Caucus Meetings of said Board of Education shall be held throughout the year at the same time, dates, and place set forth above, and at which Executive Session meetings any and all business of, and any matters involving the Board of Education may be discussed, formal action may or may not be taken.

Members of the public are cordially invited to attend any or all of the aforesaid meetings or Caucus Sessions of the Board of Education

4. **Adopt all existing policies**, rules, and regulations of the Gloucester City Board of Education.  
Motion approved by all members present voted yes.  
*Motion approved*

**ADJOURNMENT** Motion made by Ms. Flinn, seconded by Mrs. Borger, to adjourn the meeting at 7:11 PM.

Motion approved by all members present who voted yes.  
*Motion approved*

Respectfully Submitted



Teri Weeks  
School Business Administrator/Board Secretary