

**BUTLER BOARD OF EDUCATION  
BUTLER, NJ 07405  
AGENDA  
ORGANIZATIONAL MEETING - JANUARY 4, 2024  
6:00 P.M.  
BUTLER HIGH MEDIA CENTER**

**CALLED TO ORDER:**

**BY:** \_\_\_\_\_, called the meeting to order at \_\_\_\_\_, and read the Open Meeting Statement, below:

**MEETING NOTICE ANNOUNCEMENT:**

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Butler Board of Education has caused notice of this meeting to be advertised by having the date, time, and place thereof posted at the Butler Board of Education Office, 38 Bartholdi Avenue, as designated by the Board of Education for posting of such notice in a public place, with copies of such notice delivered or mailed or electronically mailed to the following:

Suburban Trends and The Daily Record in accordance with Chapter 231, P.L. 1975

Chapter 8, P.L. 1995, provides for the representation of sending school district board of education members on the receiving school district board of education.

The Bloomingdale Board of Education representative has voting privileges on matters as outlined in Board Policy No. 0141.

**PLEDGE OF ALLEGIANCE**

**REPORT OF THE ELECTION RESULTS - THREE-THREE YEAR TERM.**

Jane Tadros	560
Jason Karpowich	536
Michael Gogel	484

**REQUIRED OATH BY NEWLY ELECTED MEMBERS**

**ROLL CALL (MEETING ATTENDANCE):**

A. Allison	A. Drucker	J. Karpowich
J. Tacinelli	H. Oguss	K. Smith
J. Tadros	C. Ziegler	M. Gogel

L.Grecco - Bloomingdale Representative

**ELECTION OF PRESIDENT OF THE BOARD OF EDUCATION:**

**Election of Board President.**

- The next order of business is the nominations of the Board President:
- I will now accept nominations for Board President:
- Nomination -
- Any further Nominations for the Position of Board President?
- May I have a motion to close nominations \_\_\_\_\_ may I have a second: \_\_\_\_\_
- There being no further nominations, I declare nominations closed. May I have a roll call vote on \_\_\_\_\_ for President

**ROLL CALL:**

A. Allison	A. Drucker	J. Karpowich
J. Tacinelli	H. Oguss	K. Smith
J. Tadros	C. Ziegler	M. Gogel

L.Grecco - Bloomingdale Representative

**ELECTION OF VICE-PRESIDENT OF THE BOARD OF EDUCATION**

**Election of Board Vice President**

- The next order of business is the nominations of the Board Vice President:
- I will now accept nominations for Board Vice President:
- Nomination -
- Any further Nominations for the Position of Board Vice President?
- May I have a motion to close nominations \_\_\_\_\_ may I have a second: \_\_\_\_\_
- There being no further nominations, I declare nominations closed. May I have a roll call vote on \_\_\_\_\_ for Vice President

**ROLL CALL:**

A. Allison	A. Drucker	J. Karpowich
J. Tacinelli	H. Oguss	K. Smith
J. Tadros	C. Ziegler	M. Gogel

L.Grecco - Bloomingdale Representative

**PUBLIC PARTICIPATION #1 (on agenda action items only, if applicable):**

Public participation shall be governed by the following rules (Per District Policy #0167):

1. The Public participation period shall be for thirty minutes or fewer;

2. A participant must be recognized by the presiding officer and must preface comments by an announcement of his or her name, place of residence, and group affiliation, if appropriate;
3. Each statement made by a participant shall be limited to three minutes' duration;
4. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
5. All statements shall be directed to the presiding officer;
6. The presiding officer may:
  - a) Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
  - b) Request any individual to leave the meeting when that person does not observe reasonable decorum;
  - c) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
  - e) Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

Please note that “Comments from the Audience” is not a time for dialogue – it is an opportunity for you to share a comment with the Board of Education. In addition, by law, administrators and Board of Education members are not permitted to publicly discuss personnel matters, student discipline, or other issues requiring confidentiality. While we may not respond to your comments, all input shared with the Board of Education is taken very seriously, and will be discussed at future deliberations by the Board of Education and its Committees.

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions ORG 1-24 through ORG 10-24, as described below:**

- ORG 1-24 Code of Ethics\***
- ORG 2-24 Appointment of the Board Secretary\***
- ORG 3-24 Establishment of Public Meetings - Dates, Time, and Place\***
- ORG 4-24 Authorization of Newspapers for Legal Advertising\***
- ORG 5-24 Robert's Rules of Order\***
- ORG 6-24 Re-adoption of existing Policies, Regulations, and By-Laws\***
- ORG 7-24 Appointment of Committees\***
- ORG 8-24 Renewal contracts for Employee Health Benefit/Prescription Coverage\***
- ORG 9-24 Organization Chart for the Board of Education\***
- ORG 10-24 Public Agency Compliance Officer\***

**Discussion:**

**ROLL CALL:**

A. Allison  
J. Tacinelli  
J. Tadros

A. Drucker  
H. Oguss  
C. Ziegler

J. Karpowich  
K. Smith  
M. Gogel

L. Grecco - Bloomingdale Representative

**RESOLUTION ORG 1-24\*:**

**RESOLVED**, the Board of Education approves the following Resolution:

The Board of Education Members have received a copy of the **Code of Ethics** pursuant to the School Ethics Act in N.J.S.A. 18A:12-24.1 and further that each Board member has read, understands, and shall abide by same.

**RESOLVED**, That the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Butler Board of Education:

**CODE OF ETHICS**

- a. 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 and ethical procedures.
- b. 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.
- c. I will confine my board action to policy-making, 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.
- d. 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.
- e. 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.
- f. 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.
- g. 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.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. 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.

RESOLUTION ORG 2-24\*:

**RESOLVED**, the Butler Board of Education, upon the recommendation of the Superintendent, appoints School Business Administrator, Pamela Vargas, as Board Secretary, effective until the next reorganization meeting.

RESOLUTION ORG 3-24\*:

**RESOLVED**, the Board of Education approves the following Open Public Meetings Act, establishing meeting dates, time and place:

**RESOLVED** that the Butler Board of Education, pursuant to Chapter 231, PAL, (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Butler High School Media Center at 6:30 p.m., as set forth below unless indicated otherwise:

**BE IT FURTHER RESOLVED** that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary.

**BE IT FURTHER RESOLVED** that the Board of Education does hereby designate the **SUBURBAN TRENDS** and **DAILY RECORD** as official newspapers to receive notices of meetings; and

**BE IT FURTHER RESOLVED** that notices of meetings of the Board of Education will be posted in the Butler Board of Education Office and posted on the District website.

**BE IT FURTHER RESOLVED** that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

**BE IT FURTHER RESOLVED** that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its President, or other presiding officer authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

**BE IT FURTHER RESOLVED** that individuals or organizations desiring notification of Board Meetings shall request such notification through the Board Secretary's Office and be charged an annual fee of \$25.00, paid in advance.

**BE IT FURTHER RESOLVED** that the Board of Education will hold their meetings as follows:

**Butler Board of Education Meeting Schedule 2024**

<p align="center"><b>Committee Meetings</b>  <b>5:00 p.m. Curriculum &amp; Instruction.</b>  <b>6:00 p.m. Personnel and Policy.</b>  <b>7:00 p.m. Finance and Facilities.</b></p>	<p align="center"><b>BOE Meetings</b>  <b>Executive Meeting 6:00 p.m.</b>  <b>General Session 6:30 p.m.</b>  <b>Butler High School Media Center</b></p>
Tuesday, January 16, 2024	Thursday, January 18, 2024
Tuesday, February 20, 2024	Thursday, February 22, 2024 *5pm Start for NJSBA Training
Tuesday, March 12, 2024	Thursday, March 14, 2024 - <i>Budget Presentation*</i>
Tuesday, April 23, 2024	Thursday, April 25, 2024 - <i>Budget Public Hearing*</i>
Tuesday, May 7, 2024	Thursday, May 9, 2024
Thursday, June 18, 2024	Thursday, June 20, 2024
Thursday, July 25, 2024	Thursday, July 25, 2024
Thursday, August 22, 2024	Thursday, August 22, 2024
Tuesday, September 24, 2024	Thursday, September 26, 2024
Tuesday, October 15, 2024	Thursday, October 17, 2024
Tuesday, November 19, 2024	Thursday, November 21, 2024
Tuesday, December 17, 2024	Thursday, December 19, 2024
-----	Thursday, January 5, 2025 - Reorg Meeting. 6:00 p.m.

<sup>1</sup> Adopt tentative budget

<sup>2</sup> Public Hearing on budget

<sup>3</sup> Organizational Meeting

Unforeseen circumstances may force the rescheduling of these meetings. In such cases, notice will be given as provided in the Open Public Meetings Act.

Formal action may or may not be taken at all meetings.

RESOLUTION ORG 4-24\*:

**RESOLVED**, the Board of Education authorizes the following newspapers be used for Legal Advertising for the period Jan. 5, 2024 – Jan. 3, 2025:

1. The Suburban Trends
2. The Daily Record
3. The Star Ledger

RESOLUTION ORG 5-24\*:

**RESOLVED**, the Board of Education adopts Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary and Board Attorney to act as the parliamentarians for the period Jan. 4, 2023– Jan. 3, 2025.

RESOLUTION ORG 6-24\*:

**RESOLVED**, the Board of Education approves the re-adoption of the existing Policies, Regulations, and By-Laws of the Butler Board of Education on file for the period Jan. 4, 2024 – Jan. 3, 2025.

RESOLUTION ORG 7-24\*:

**RESOLVED**, the Board of Education approves the appointment of Committees by President or action to continue the present Board Committees, at the pleasure of the Board President, until new Committee appointments are made.

RESOLUTION ORG 8-24\*:

**RESOLVED**, the Board of Education approves the renewal contracts for employee health benefit and prescription coverage for the 2024 calendar year at the premiums listed below:

School Employees' Health Benefits Program, Direct 15

<u>Coverage</u>	<u>Monthly Premium</u>	<u>Annual Premium</u>
Single	\$ 1,028.87	\$ 12,346.44
Member/spouse	\$ 2,057.75	\$ 24,693.00
Family	\$ 2,942.58	\$ 35,310.96
Parent/Child(ren)	\$ 1,913.70	\$ 22,964.40

State Prescription for NJ Direct 15

<u>Coverage</u>	<u>Monthly Premium</u>	<u>Annual Premium</u>
Single	\$ 221.85	\$ 2,662.20
Member/spouse	\$ 443.70	\$ 5,324.40

Family	\$ 634.49	\$ 7,613.88
Parent/Child(ren)	\$ 412.64	\$ 4,951.68

New Jersey Educator's Health Benefits Program

<u>Coverage</u>	<u>Monthly Premium</u>	<u>Annual Premium</u>
Single	\$ 908.26	\$ 10,899.12
Member/spouse	\$ 1,816.52	\$ 21,798.24
Family	\$ 2,597.62	\$ 31,171.44
Parent/Child(ren)	\$ 1,689.36	\$ 20,272.32

State Prescription for New Jersey Educator's Health Benefits Program

<u>Coverage</u>	<u>Monthly Premium</u>	<u>Annual Premium</u>
Single	\$ 145.33	\$ 1,743.96
Member/spouse	\$ 290.66	\$ 3,487.92
Family	\$ 415.64	\$ 4,987.68
Parent/Child(ren)	\$ 270.31	\$ 3,243.72

Garden State Health Plan

<u>Coverage</u>	<u>Monthly Premium</u>	<u>Annual Premium</u>
Single	\$ 784.01	\$ 9,408.12
Member/spouse	\$ 1,568.01	\$ 18,816.12
Family	\$ 2,242.26	\$ 26,907.12
Parent/Child(ren)	\$ 1,458.25	\$ 17,499.00

State Prescription for Garden State Health Plan

<u>Coverage</u>	<u>Monthly Premium</u>	<u>Annual Premium</u>
Single	\$ 145.33	\$ 1,743.96
Member/spouse	\$ 290.66	\$ 3,487.92
Family	\$ 415.64	\$ 4,987.68
Parent/Child(ren)	\$ 270.31	\$ 3,243.72

RESOLUTION ORG 9-24\*:

**RESOLVED**, the Board of Education approves the attached Organization Chart for the Board of Education.

RESOLUTION ORG 10-24\*:

**RESOLVED**, the Board of Education approves the appointment of Ms. Pamela Vargas as the **Public Agency Compliance Officer** (P.A.C.O) (The P.A.C.O. is the liaison official for matters concerning P.L. 1975, C. 127 (NJAC 17:27), Mandatory Affirmative Action Language Procurement, Professional and Service Contracts).

**PERSONNEL AND POLICY - J. Tacinelli, Chair**

Personnel Committee Meeting Report

Policy Committee Meeting Report

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion PP 24-24 as described below:**

**PP 24-24 Settlement Agreement\***

**Discussion:**

**ROLL CALL:**

A. Allison  
J. Tacinelli  
J. Tadros

A. Drucker  
H. Oguss  
C. Ziegler

J. Karpowich  
K. Smith  
M. Gogel

L. Grecco - Bloomingdale Representative

**RESOLUTIONS PP 24-24: SETTLEMENT AGREEMENT\***

**RESOLVED**, the Board of Education accepts the Resignation and Settlement Agreement from employee #4563 effective January 2, 2025. Both parties signed the agreement on December 20, 2023 as per the attached.

**CURRICULUM, INSTRUCTION, AND SPECIAL SERVICES - J. Tadros, Chair**

Committee Meeting Report

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions CIS 45-24, as described below:**

**CIS 45-24 Approval of Memorandum of Agreement Between Butler Board of Education and Law Enforcement\***

**Discussion:**

**ROLL CALL:**

A. Allison  
J. Tacinelli  
J. Tadros

A. Drucker  
H. Oguss  
C. Ziegler

J. Karpowich  
K. Smith  
M. Gogel

L. Grecco - Bloomingdale Representative

RESOLUTION CIS 45-24: APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN BUTLER BOARD OF EDUCATION AND LAW ENFORCEMENT\*

**RESOLVED**, the Board of Education approves the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials for 2023-2024 SY.

**MOTION TO ENTER CLOSED SESSION (IF NEEDED):**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Butler Board of Education adopt the following resolution:**

BE IT RESOLVED, by the Butler Board of Education on this \_\_\_ day of \_\_\_\_\_, 2024\_\_ at \_\_\_\_ PM, as follows:

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, provides for the exclusion of the public from a meeting in certain circumstances, and;

WHEREAS, the Butler Board of Education is of the opinion that such circumstances exist to discuss \_\_\_\_\_ which are exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231 "Open Public Meetings Act";

NOW THEREFORE, BE IT RESOLVED that the Butler Board of Education shall enter Executive Session on \_\_\_\_\_ @ \_\_\_\_\_ PM.

The Board will reconvene in public session at the conclusion of the Executive Session. The information discussed during the Executive Session will be disclosed to the public as soon as it is determined by the Board that the information is no longer confidential.

1. The Board shall recess to closed session in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters.
2. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.
3. This resolution shall take effect immediately.

The meeting was called back to public session at \_\_\_\_\_ PM.

**ADJOURNMENT:**

RESOLVED, that the Board of Education approves the motion to close the meeting of the Butler Board of Education at \_\_\_\_\_ pm.

**\* Indicates Bloomingdale votes on motion**

