



## MINUTES

Thursday, January 5, 2023  
January 2023 Reorganization Meeting

### **1. MEETING OPENING**

#### **Call to Order**

- Board Secretary, Mr. Raymond Coxe, called the Reorganization Meeting of the Camden City Advisory Board of Education to order at 5:32PM.
- Board Secretary, Mr. Raymond Coxe, read the sunshine law:

*The regular notice requirement of the New Jersey Open Public Meetings Act has been complied with in that adequate advance notice of this meeting was given at least 48 hours in advance.*

*On October 11, 2022 notice was mailed to the **Courier Post** and posted on the District's website.*

#### **Pledge to Allegiance**

- Board Secretary, Mr. Raymond Coxe, led those in attendance in reciting the Pledge of Allegiance.

### **2. ELECTION RESULTS**

#### **Announcement of Official Election Results**

- Board Secretary, Mr. Raymond Coxe, announced the official election results from the November 8, 2022 General election.

The results of the Annual School Board of Education Election held on November 8, 2022 are as follows:

Danielle Jackson - 3,306 Votes  
Falio Leyba-Martinez - 3,059 Votes  
Nyemah Gillespie - 3,381 Votes  
Aaron Cooper - 2,021 Votes  
Sharde "Ahava" Taylor - 1,585 Votes  
Elton Custis - 2,175 Votes

Mr. Coxe announced, "Ms. Jackson, Mr. Leyba-Martinez, and Ms. Gillespie have hereby been duly elected by the residents of the City of Camden to serve on the Advisory Board of Education for for three (3) year term expiring January 2026."

#### **Oath of Office**

- Mr. Coxe invited Mayor Vic Carstarphen to the stage to administer the Oath of Office to the newly elected and re-elected Advisory Board Members.
- Mayor Victor Carstarphen administered the Oath of Office to:
  - Ms. Danielle Jackson
  - Ms. Nyemah Gillespie
  - Mr. Falio Leyba-Martinez

#### **Board Member Comments**

- The newly elected Board members thanked the Mayor for taking time to administer the Oath of Office. Each expressed their thanks to the residents of the City while expressing their desire to work on behalf of the children of the City.
- The other Board members welcomed the new members to the Advisory Board and welcomed back the returning members.
- Mayor Carstarphen spoke to those in attendance about the many great things happening throughout the City. He expressed the close relationship between the City and School District and that as Team Camden, the City is being pushed forward.

### **3. ROLL CALL**

#### **Roll Call to Establish Quorum**

- Mr. Coxe, Board Secretary, conducted a Roll Call to establish a quorum of the 2023 Advisory Board of Education.

Mr. Gonzalez - Present	Mr. Hudson - Present	Ms. Merricks - Present
Ms. Alvarez - Present	Ms. Jackson - Present	Mr. Leyba-Martinez - Present
Ms. Gillespie - President	Mr. Nelson - Present	Minister Muhammad - Present

#### 4. ELECTION OF OFFICERS

##### Nomination and Election of Advisory Board President

- Mr. Coxe, requested a motion to open the floor for nominations for Advisory Board President for 2023.
- On a motion by Mr. Nelson, seconded by Mr. Hudson, the Board unanimously approved opening the floor for nominations for the office of Advisory Board President.
  - Mr. Leyba-Martinez nominated Minister Wasim Muhammad and the nomination was seconded by Mr. Hudson.
  - Mr. Coxe called for other nominations
- Hearing no other nominations, Ms. Gillespie moved to close nominations which was seconded by Ms. Merricks. The motion was unanimously approved.
- Mr. Coxe conducted a Roll Call vote to elect Minister Wasim Muhammad Advisory Board President for 2023.

Mr. Gonzalez - YES	Mr. Hudson - YES	Ms. Merricks - YES
Ms. Alvarez - YES	Ms. Jackson - YES	Mr. Leyba-Martinez - YES
Ms. Gillespie - YES	Mr. Nelson - YES	Minister Muhammad -YES

- Mr. Coxe announced that Minister Wasim Muhammad has been unanimously elected President of the Advisory Board for 2023.

Mr. Coxe turned the meeting over to the new Advisory Board President, Minister Muhammad

Board President Muhammad asked Mr. Coxe to open the floor for nomination for the office of Vice-President of the Board of Education for 2023.

##### Nomination and Election of Advisory Board Vice President

- Mr. Coxe, requested a motion to open the floor for nominations for Advisory Board Vice-President for 2023.
- On a motion by Mr. Leyba-Martinez, seconded by Ms. Jackson, the Board unanimously approved opening the floor for nominations for the office of Advisory Board Vice-President.
  - Ms. Gillespie nominated Mr. N'namdee Nelson and the nomination was seconded by Mr. Leyba-Martinez.
  - Mr. Coxe called for other nominations
- Hearing no other nominations, Ms. Gillespie moved to close nominations which was seconded by Ms. Jackson. The motion was unanimously approved.
- Mr. Coxe conducted a Roll Call vote to elect Mr. N'namdee Nelson Advisory Board Vice-President for 2023.

Mr. Gonzalez - NO	Mr. Hudson - YES	Ms. Merricks - YES
Ms. Alvarez - YES	Ms. Jackson - YES	Mr. Leyba-Martinez - YES
Ms. Gillespie - YES	Mr. Nelson - YES	Minister Muhammad -YES

- Mr. Coxe announced that Mr. N/namdee Nelson had been elected Vice-President of the Advisory Board for 2023 by a vote of 8-1.

#### 5. COMMITTEES

##### Establishment of Committees

- Board President Muhammad announced the following Board committees for the 2023 calendar year.

Name of Committee	Type	Members
Teaching, Learning & Student Supports	Standing	Nyemah Gillespie, Chair Clayton Gonzalez Karen Merricks

Policy & Governance	Standing	Wasim Muhammad, Chair Cameron Hudson Danielle Jackson
Finance & Operations	Standing	N'Namdee Nelson, Chair Falio Leyba-Martinez Jeanette Alvarez

**Subject 5.02 Appointment of Delegates**

- Board President Muhammad announced the following delegate assignments for the 2023 calendar year:
  - A. New Jersey School Boards Association Representative:**
    - a. Delegate: Wasim Muhammad
    - b. Alternate: N'Namdee Nelson
  - B. New Jersey School Boards Association - Urban Boards Committee:**
    - a. Delegate: N'Namdee Nelson
    - b. Alternate: Nyemah Gillespie
  - C. Camden County School Boards Association:**
    - a. Delegate: Jeanette Alvarez
    - b. Alternate: Karein Merricks

**6. ADOPTION OF THE BOARD MEMBER CODE OF ETHICS**  
**Code of Ethics**

- Board President Muhammad requested the Board Secretary read the tenets of the Board Member Code of Ethics.
  - On a motion by Ms. Gillespie, seconded by Mr. Gonzalez, the Board voted unanimously to approved the New Jersey School Board Member Code of Ethics.
1. 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.
  2. 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.
  3. 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.
  4. 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.
  5. 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.
  6. 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.
  7. 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.
  8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
  9. I will support and protect school personnel in proper performance of their duties.
  10. 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.

**7. PUBLIC COMMENT - FACILITATED BY GENERAL COUNSEL**

- Mr. Sean Brown congratulated the newly installed Advisory Board Members and expressed his desire to work with the Superintendent and the Board to continue pushing the district forward.

## **8. BOARD POLICIES AND PROCEDURES**

### **Open Public Meetings Act**

- Recommended Action Authorize approval of the Advisory Board of Education to be in compliance with the Open Public Meetings Act
  1. **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 Camden, in the County of Camden and the State of New Jersey, that the Notice attached hereto and made a part hereof, shall be published and posted by the Secretary in accordance with said Act and given to any person requesting same in accordance with said Act.

### **Meetings for the 2023 Calendar Year and 2024 Reorganization**

- Recommended Action Authorization to approve the Advisory Board of Education meetings for the 2023 Calendar year including the 2024 Reorganization Meeting
  1. **Approve the Board of Education meetings for the 2023 Calendar year including the 2024 Reorganization Meeting.** Notice is hereby given by the Camden Advisory Board of Education, Camden County, New Jersey, that the regular monthly meetings of the Advisory Board of Education shall be held at 5:30 P.M., on the following dates, occurring the fourth Tuesday of every month, unless change otherwise noted by an \*. The Advisory Board of Education will conduct work session meetings at 5:30 P.M. on the Thursday prior to the Regular Meeting. The Advisory Board of Education shall meet in the Administration Building for the purpose of conducting Work Session meetings and in Camden High Campus Auditorium for the purpose of conducting its regular monthly meetings.

<b>WORK SESSION</b>	<b>REGULAR MEETING</b>
January 26, 2023 5:30 PM Administration Building	January 31, 2023* 5:30 PM Camden High Campus
February 23, 2023 5:30 PM Administration Building	February 28, 2023 5:30 PM Camden High Campus
March 9, 2023 5:30 PM Administration Building	March 14, 2023* 5:30 PM Camden High Campus
April 20, 2023 5:30 PM Administration Building	April 25, 2023 5:30 PM Camden High Campus
May 18, 2023 5:30 PM Administration Building	May 23, 2023 5:30 PM Camden High Campus
SPECIAL MEETING	May 30, 2023 - BOARD TRAINING 5:30 PM - Administration Building

June 22, 2023 5:30 PM Administration Building	June 27,2023 5:30 PM - Camden High Campus
July 20, 2023 5:30 PM Administration Building	July 25,2023 5:30 PM - Camden High Campus
SPECIAL MEETING	August 12, 2023 (Saturday) BOARD RETREAT 9:00 AM - Camden High Campus
August 17, 2023 5:30 PM - Administration Building	August 22, 2023 5:30 PM - Camden High Campus
September 21, 2023 5:30 PM - Administration Building	September 26, 2023 5:30 PM - Camden High Campus
October 12, 2023 5:30 PM - Administration Building	October 17, 2023* 5:30 PM - Camden High Campus
November 16, 2023 5:30 PM - Administration Building	November 21, 2023* 5:30 PM - Camden High Campus
December 14. 2023 5:30 PM - Administration Building	December 19, 2023* 5:30 PM - Camden High Campus
REORGANIZATION MEETING	January 4, 2024 REORGANIZATION MEETING 5:30 PM - Camden High Campus

Members of the public are cordially invited to attend any or all of the aforesaid meetings.

#### **Adoption of Policies and Regulations**

- Recommend Action Authorize the Advisory Board of Education to Adopt and Approve the Camden City Public School District Policies and Regulations established.
- Authorize the Advisory Board of Education to Adopt and Approve the Camden City Public School District Policies and Regulations established.

#### **9. OFFICIAL APPOINTMENTS AND PROFESSIONAL SERVICES**

##### **Official Appointments and Professional Services**

- Authorize the Camden City Advisory Board of Education to approve the following official appointments and professional service providers for the 2023 calendar year.

The board approves the following official appointments and professional service providers for the 2022 calendar year:

**Official Depositories of District Funds**

TD Bank

**Bank Accounts/Authorized Check Signers for Accounts:**

<b><u>Account Name Signers</u></b>	<b><u>Required Signatures</u></b>	<b><u>Authorized</u></b>
a. General/Warrant	1. State District Superintendent 2. Business Administrator	Katrina T. McCombs Raymond Coxe
b. Payroll Account	1. State District Superintendent 2. Business Administrator	Katrina T. McCombs Raymond Coxe
c. Agency	1. State District Superintendent 2. Business Administrator	Katrina T. McCombs Raymond Coxe
d. Govt. Employees/Trust Acct.	1. Business Administrator	Raymond Coxe
e. Food Service	1. State District Superintendent 2. Business Administrator	Katrina T. McCombs Raymond Coxe
f. CCSD Student Activities	1. State District Superintendent 2. Business Administrator	Katrina T. McCombs Raymond Coxe
g. Official Publications		District Website; Al Dia; Courier Post; Philadelphia Inquirer
h. School Board Secretary		Raymond Coxe
i. 504 Officer		Renee Wickersty
j. Health and Safety Officer		Renee Wickersty
k. Health Insurance Portability and Accountability (HIPAA)		Renee Wickersty
l. HCS Right to Know Officer		Warren Bethea
m. Indoor Air Quality Control Officer		Warren Bethea

- n. Integrated Pest Management Coordinator Warren Bethea
- o. AHEARA Officer Warren Bethea
- p. Affirmative Action Officer Kim Buell-Alvis
- q. Public Agency Compliance Officer Raymond Coxe
- r. Auditor Bowman & Company
- s. Architect/Engineer Remington & Vernick
- t. Chief Medical Physician Cooper University Health System
- u. Insurance Broker of Record, Property & Casualty Arthur J. Gallagher & Co.\*  
(Contract expires June 30, 2023)
- v. Qualified Purchasing Agent: Maureen Dougherty  
*And establish \$44,000 bid threshold pursuant to NJSA 18A:18A-3a*
- w. Custodian of Records Raymond Coxe
- x. Special Education Transportation & Camden County Educational  
Vocational Transportation & PL 192-193 Services: Services Commission

Recommend that the Board of Education approve the Official Appointments and Professional Services.

#### File Attachments

Resolution Packet January Re-Org.1.5.23.pdf (253 KB)

### **10. APPROVAL STATEMENT**

#### **Approval of Superintendents and Business Items**

State Superintendent McCombs issued her approval statement:

“ In accordance with the powers vested in the State District Superintendent under Title 18A, I hereby approve today’s Reorganization Resolutions, Appointments and Agenda Items”

#### **Adjournment of Meeting**

On a motion by Mr. Gonzalez, second by Mr. Nelson, the Reorganization meeting Advisory Board of Education Meeting was unanimously adjourned at 6:43 PM.

**ALL AYES**

**Respectfully submitted,**

**Raymond W. Coxe  
Board Secretary**