



**BERKELEY HEIGHTS BOARD OF EDUCATION  
REORGANIZATION MEETING  
AGENDA  
January 6, 2026**

**I. CALL TO ORDER**

-Jennifer Nicholson, School Business Administrator/Board Secretary

**II. MEETING NOTICE STATEMENT**

Adequate notice of this meeting of the Berkeley Heights Board of Education was given as required by the Open Public Meetings Act as follows:

On January 9, 2025 notice of the Board of Education Meeting schedule was sent to the *Star Ledger* and the *Courier News* and was also provided to all schools, PTO Presidents, the BHEA President, and posted at the Administration Building. A copy was also provided to the Public Library and filed with the Municipal Clerk.

**III. FLAG SALUTE**

-Ms. Nicholson will lead the Board and the Public in the Pledge of Allegiance.

**IV. 2025 ELECTION RESULTS**

In the annual election, held on November 5, 2025 the following individuals were elected to serve on the Board of Education:

<u>Candidate</u>	<u>Term Limit</u>	<u>Votes</u>
Gale Bradford	3 Year Term	2,987
Deborah Terrero	3 Year Term	2,884
Javier Morales	3 Year Term	2,599

**V. ADMINISTRATION OF THE OATH OF OFFICE**

- Ms. Nicholson administers the Oaths of Office and installs the newly elected Board Members

**Ms. Gale Bradford**\_\_\_\_ **Mrs. Deborah Terrero**\_\_\_\_ **Mr. Javier Morales** \_\_\_\_

**ROLL CALL**

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>	<u>Time of Arrival</u>
Mrs. Sai Bhargavi Akiri			
Ms. Gale Bradford			

<b>Dr. Tom Foregger</b>			
<b>Mrs. Deborah Terrero</b>			
<b>Mr. Bill Dillon</b>			
<b>Mrs. Natasha Joly</b>			
<b>Mr. Javier Morales</b>			
<b>Mrs. Pamela Stanley</b>			

**Also Present:**

- \_\_\_\_\_ Dr. Kim Feltre, Superintendent of Schools
- \_\_\_\_\_ Dr. Crystal Marr, Assistant Superintendent of Schools
- \_\_\_\_\_ Ms. Jennifer Nicholson, School Business Administrator/Board Secretary
- \_\_\_\_\_ Mr. Vijaysinh Sindha, Assistant Business Administrator
- \_\_\_\_\_ Board Attorney

**VI. ELECTION OF BOARD PRESIDENT (Conducted by Board Secretary)**

**VOICE VOTE**

**MOTION** to open the floor to nomination(s) for Board President

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

Nominations for Board President (no second required)

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

**VOICE VOTE**

**MOTION** to close the floor to nomination(s) for Board President.

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

**ROLL CALL VOTE FOR BOARD PRESIDENT:**

	<b>Mrs. Akiri</b>	<b>Dr. Foregger</b>	<b>Mr. Dillon</b>	<b>Mrs. Joly</b>	<b>Mr. Morales</b>	<b>Mrs. Stanley</b>	<b>Mrs. Terrero</b>	<b>Ms. Bradford</b>
<b>Motion</b>								
<b>Second</b>								
<b>Aye</b>								
<b>Nay</b>								
<b>Abstain</b>								
<b>Absent</b>								

**BE IT RESOLVED** that the Board of Education hereby appoints \_\_\_\_\_ as Board President.

- The Board Secretary turns the meeting over to the new Board President.

**VII. ELECTION OF BOARD VICE-PRESIDENT (Conducted by Board President)**

**VOICE VOTE**

**MOTION** to open the floor to nomination(s) for Board Vice-President.

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

Nominations for Board Vice President (no second required)

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

Nominee \_\_\_\_\_ By \_\_\_\_\_

**VOICE VOTE**

**MOTION** to close the floor to nomination(s) for Board Vice President.

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

**ROLL CALL VOTE FOR BOARD VICE PRESIDENT:**

	<b>Mrs. Akiri</b>	<b>Dr. Foregger</b>	<b>Mr. Dillon</b>	<b>Mrs. Joly</b>	<b>Mr. Morales</b>	<b>Mrs. Stanley</b>	<b>Mrs. Terrero</b>	<b>Ms. Bradford</b>
<b>Motion</b>								
<b>Second</b>								
<b>Aye</b>								
<b>Nay</b>								
<b>Abstain</b>								
<b>Absent</b>								

**BE IT RESOLVED** that the Board of Education hereby appoints \_\_\_\_\_ as Board Vice President.

**VIII. BOARD CORRESPONDENCE**

**IX. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS**

During this portion of the meeting, District residents and staff are invited to address the Board of Education on agenda action items only.

The Board requests that individuals state their name and town of residence (or school of attendance) for the record. Additionally, all in-person public commenters are asked to please sign in. All comments should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Although the Board may not respond to all items raised during the public forum, all public comments will be considered.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding personnel matters are discouraged and cannot be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public.

Please note that if any member of the public becomes disruptive during the meeting the Board President may terminate the participant’s statement. Continued disruptions may result in removal from, or adjournment of, the meeting.

Each speaker’s statement will be limited to three (3) minutes in duration.

**X. RESOLUTIONS - REORGANIZATION**

**Resolutions 1-14: All Board Members.**

**1. ADOPTION OF NJSBA BOARD MEMBER CODE OF ETHICS**

RESOLVED, that the Berkeley Heights Board of Education adopts and agrees to abide by the New Jersey School Boards Association Board Member Code of Ethics as set forth in N.J.S.A 18A:12-24.1:

**CODE OF ETHICS**

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall 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 that 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 that 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. 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 school.
- 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 the complaints at public meetings only after failure of an administrative solution.

BE IT FURTHER RESOLVED, that each Board Member shall sign documentation that he/she receive a copy of the Code of Ethics and have read and understood it.

## **2. DESIGNATION OF MEETING NOTICE, LEGAL ADVERTISING, AND POSTING REQUIREMENTS**

### **Pursuant to the Open Public Meetings Act**

WHEREAS, the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. (“OPMA”), requires public bodies to provide adequate notice of meetings and to designate official methods for publication and posting of such notices; and

WHEREAS, recent amendments to New Jersey law permit school districts to satisfy legal advertising and public notice requirements through electronic posting on the district’s official website and advertising through eligible online news publications; and

WHEREAS, the Board of Education of the Berkeley Heights School District seeks to ensure full compliance with all applicable statutory requirements while providing clear, timely, and accessible notice to the public;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Berkeley Heights School District, County of Union, State of New Jersey, adopts the following designations and procedures:

- **Official Website Posting**

The Board of Education hereby designates the Berkeley Heights School District’s official website as the primary location for the posting of meeting notices and all legal advertisements required by law. Such notices shall be posted in a conspicuous location accessible to the public free of charge and shall include all information required by statute. Meeting notices shall be posted at least forty-eight (48) hours in advance of the meeting, except where otherwise permitted by law.

- **Eligible Online News Publication Advertising**

The Board of Education shall advertise its legal notices, as required by law, through an eligible online news publication. Such advertisements shall include a hyperlink or clear direction to the District’s official website where the complete legal notice is posted and shall comply with all statutory timelines and requirements.

- **Physical Posting Locations**

In addition to electronic posting, notice of meetings shall be physically posted at the following locations:

- The bulletin board in the Berkeley Heights Township Clerk’s Office, located at 29 Park Avenue, Berkeley Heights, New Jersey; and
- The Board of Education Office located in the Central Administration Building, 345 Plainfield Avenue, Berkeley Heights, New Jersey.

○ **Individual Notice of Meetings**

Individual notice of meetings shall be provided to any person who has requested such notice in accordance with N.J.S.A. 10:4-19, upon submission of a written request and payment of any fee permitted by law.

○ **Retention of Notices**

The District shall maintain an online archive of meeting notices and legal advertisements on its official website for the period required by law.

BE IT FURTHER RESOLVED that this resolution shall serve as the annual designation of meeting notice and legal advertising requirements for the Berkeley Heights School District Board of Education and shall remain in effect until amended or rescinded.

**3. DESIGNATION OF ANNUAL MEETING SCHEDULE: LEGAL NOTICE FOR 2026  
REGULAR/SPECIAL PUBLIC MEETINGS SCHEDULE**

Pursuant to Chapter 231.P.L. 1975 known as the “Open Public Meetings Act,” the Berkeley Heights Board of Education, 345 Plainfield Ave, County of Union, New Jersey, at the Reorganization Meeting held on January 6, 2026, approve setting the Regular Meetings as per meeting schedule below with the Regular Public Meetings commencing at 6:30 p.m., January 22, 2026 through December 17, 2026, at the Governor Livingston High School Cafeteria, 175 Watchung Blvd, Berkeley Heights, N.J.

RESOLVED, that Berkeley Heights Board of Education establishes the following meeting dates for 2026. (All dates are Thursdays unless otherwise specified):

<u>Date*</u>	<u>Type</u>	<u>Location</u>	<u>Executive Session</u>	<u>Public Session</u>
January 22, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
February 26, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
March 12, 2026	Regular Meeting & Preliminary Budget Presentation	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
March 26, 2026	Regular Meeting-Educator of the Year	Governor Livingston HS Cafeteria	7:30 PM	6:00 PM

April 16, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
April 30, 2026	Regular Meeting-Final Budget Adoption	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
May 7, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
May 28, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
June 11, 2026	Regular Meeting- Retiree Reception	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
June 25, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
August 27, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
September 24, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
October 29, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
November 19, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
December 17, 2026	Regular Meeting	Governor Livingston HS Cafeteria	6:30 PM	7:30 PM
January 5, 2027 (Tuesday)	Reorganization Meeting	Governor Livingston HS Cafeteria	---	6:45 PM

*\*Any changes will be published at least 48 hours prior to the scheduled meeting.*

**4. ADOPTION OF ROBERT’S RULES OF ORDER**

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent and the Business Administrator, and in accordance with Bylaw #0164, hereby adopts and will operate in accordance with *Robert’s Rules of Order*, which shall govern all official deliberations of the Board to the extent not inconsistent with the statutes of the State of New Jersey, rules of the State Board of Education, or the Board’s bylaws.

**5. DESIGNATION OF SIGNER FOR SCHOOL WARRANTS**

Designation of Board Secretary, Board President, Superintendent and or Treasurer to sign school warrants pursuant to N.J.S.A. 18A:19-1.

**6. DESIGNATION OF DEPOSITORIES FOR SCHOOL FUNDS**

Designate Citizens Bank, Haven Savings Bank, and State Street Bank and Trust Company, for credit to, State of New Jersey Cash Management Fund as the approved depository for the Berkeley Heights Board of Education funds pursuant to N.J.S.A. 18A:17-34.

**7. APPOINTMENT OF REPRESENTATIVES REQUESTING FEDERAL AND STATE FUNDS**

RESOLVED, that the Berkeley Heights Board of Education designates the Superintendent of Schools and the Business Administrator/Board Secretary, or their designees, as the Board's agents to request state and federal funds under the existing State and Federal Laws for the 2026 calendar year.

**8. AUTHORIZE UNIFORM MINIMUM CHART OF ACCOUNTS**

BE IT RESOLVED that the Board of Education hereby authorizes the Uniform Minimum Chart of Accounts for New Jersey Public Schools for 2026 calendar year.

**9. AUTHORIZE PAYMENT OF BILLS BETWEEN BOARD MEETINGS**

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent, designates the School Business Administrator to audit, approve and direct pre-payment of claims prior to presentation to the Board for Debt Service, Payroll, fixed charges any other claim or demand which would be in the best interest of the Board to pay promptly. Any such approval shall be presented to the Board for ratification at their next regular meeting as per N.J.S.A. 18A:19-4.1.

**10. DESIGNATION OF SCHOOL FUNDS INVESTOR**

BE IT RESOLVED that the Board of Education hereby designates the Business Administrator/Board Secretary as the School Funds Investor.

**11. DESIGNATION OF BUSINESS ADMINISTRATOR TRANSFER AUTHORITY**

RESOLVED, that the Berkeley Heights Board of Education, upon the recommendation of the Superintendent, approves, as provided for in N.J.S.A. 18A:22-8.1, that the Superintendent be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified, and duly recorded in the minutes of such meetings not less than monthly.

**12. ADOPTION OF STANDARD OPERATING PROCEDURES AND PURCHASE MANUALS**

Resolved, that the Berkeley Heights Board of Education adopt the Business Office Internal Controls/Standard Operating Procedures and Purchasing Manual.

**13. RE-ADOPT BOARD POLICIES/REGULATIONS**

BE IT RESOLVED that the Board of Education hereby re-adopts all existing Board Policies, Bylaws and Regulations.

**14. RE-ADOPTION OF CURRICULUM**

BE IT RESOLVED that the Board of Education re-adopts of all current written curriculum, courses textbooks, workbooks, handbooks and ancillary materials of the District, on file in the office of the Superintendent, be readopted for the period from the date of this Reorganization Meeting until the Reorganization Meeting in the next calendar year, unless modified upon recommendation of the Superintendent.

**FIRST MOTION BY:** \_\_\_\_\_ **SECOND MOTION BY:** \_\_\_\_\_

	<b>Mrs. Akiri</b>	<b>Dr. Foregger</b>	<b>Mr. Dillon</b>	<b>Mrs. Joly</b>	<b>Mr. Morales</b>	<b>Mrs. Stanley</b>	<b>Mrs. Terrero</b>	<b>Ms. Bradford</b>
<b>Motion</b>								
<b>Second</b>								
<b>Aye</b>								
<b>Nay</b>								
<b>Abstain</b>								
<b>Absent</b>								

**XI. COMMENTS FROM THE PUBLIC ON ANY TOPIC**

During this portion of the meeting, District residents and staff are invited to address the Board of Education on any item.

The Board requests that individuals state their name and town of residence (or school of attendance) for the record. Additionally, all in-person public commenters are asked to please sign in. All comments should be directed to the Board President and depending upon the nature and complexity of the question, it may or may not be answered during the meeting by the Administration. If so, the response would occur after this public portion of the meeting has concluded. Although the Board may not respond to all items raised during the public forum, all public comments will be considered.

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Each speaker's statement will be limited to three (3) minutes in duration.

**XII. NEW BUSINESS**

**XIII. OLD BUSINESS**

**XIV. ADJOURNMENT**

**MOTION to adjourn the meeting**

**VOICE VOTE**

Moved \_\_\_\_\_, Seconded \_\_\_\_\_, Vote \_\_\_\_\_, Time \_\_\_\_\_