

CODE OF ETHICS

According to New Jersey statute, a school board member shall abide by the following 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.

Please sign this acknowledgement of receipt to confirm that you have reviewed the Code of Ethics for School Board Members. Questions about the policy should be directed to your business administrator/board secretary. If unable to answer the question, the board secretary may direct you to the School Ethics Commission, from whom you may request an advisory opinion.

The Code of Ethics became part of the School Ethics Act on July 26, 2001. Failure to sign this acknowledgement will not relieve a board member of responsibility to understand and adhere to the Code of Ethics.

Board Member Name (please print)

Board Member Signature

Date

**WATERFORD TOWNSHIP PUBLIC SCHOOLS
WATERFORD TOWNSHIP BOARD OF EDUCATION**

**PROFESSIONAL IMPROVEMENT PLAN
FOR THE 2018 CALENDAR YEAR**

Course Requirements:

Matthew DeNafo	Governance I – New Board Member Orientation
Michael McClintock	Governance I – New Board Member Orientation
Al Pangia	Governance II –Finance
Michael Vitarelli	Governance II –Finance
William Wilhelm	Governance II –Finance
Dan Hoover	Governance III – Student Achievement

RESOLUTION APPROVING BANK ACCOUNTS, SIGNATORIES AND POWERS GRANTED

Whereas, the School District must have bank accounts to operate efficiently, and

Whereas, Republic Bank requires the approval of certain conditions, and,

Whereas, the term Financial Institution means Republic Bank, and the word Corporation means the Waterford Township School District, now

Therefore, be it resolved that the following conditions are hereby approved,

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Directors of the Corporation and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution, are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agent of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

ACCOUNT NAME	ACCT #	# OF SIGNATURES REQUIRED	SIGNERS / POSITION	
General Account	1408410	3	Daniel J. Fox Brenda Harring	Board President Business Administrator Superintendent
Payroll Account	1408429	1	Brenda Harring Daniel J. Fox	Superintendent Business Administrator
Agency Account	1408473	2	Daniel J. Fox Brenda Harring	Business Administrator Superintendent Board President
Cafeteria Account	1408445	2	Daniel J. Fox Brenda Harring	Business Administrator Superintendent Board President
Capital Reserve Account	1408461	2	Daniel J. Fox Brenda Harring	Business Administrator Superintendent Board President
Student Activities	1408488	2	Daniel J. Fox Brenda Harring	Business Administrator Superintendent Board President
School Age Child Care	1408496	2	Daniel J. Fox Brenda Harring	Business Administrator Superintendent Board President
Unemployment Trust Fund	1408518	2	Daniel J. Fox Brenda Harring	Business Administrator Superintendent Board President
Flexible Spending Plan	1408526	1	Daniel J. Fox	Business Administrator
Capital Projects Account	1408542	2	Daniel J. Fox Brenda Harring	Business Administrator Superintendent Board President

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POLICY

WATERFORD TOWNSHIP BOARD OF EDUCATION

BYLAWS
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Board Committees

P 0155 BOARD COMMITTEES

The Board of Education authorizes the creation of committees of Board members charged to conduct studies, make recommendations to the Board, and act in an advisory capacity. Committees are not authorized to take action on behalf of the Board.

The President shall appoint Board members to serve a one-year term on the following Board standing committees:

~~Curriculum~~ **Education & Public Relations**
Personnel
Policy
~~Finance/Budget/Property/Operations~~ **Business**
~~Property/Operations~~

An ad hoc committee may be created and charged at any time by the President or a majority of the Board members present and voting. The President shall appoint members to any committee so created and charged; members shall serve until the committee is discharged.

Committees shall consist of no more than four Board members, one of whom shall be the President, who shall serve as ex officio member on all Board committees. A member may request or refuse appointment to a committee; a member's refusal to serve on any one committee shall not prejudice his/her appointment to another committee.

The Board reserves the right to meet and work as a Committee of the Whole in informational, discussion, and exploratory sessions. No official action shall be taken at these meetings, unless so advertised.

A chairperson shall be appointed by the President.

Committee meetings may be called at any time by the committee chairperson or when a meeting is requested by a majority of the members of the committee.

Committee meetings shall not be open to the public, except that a majority of the committee or the chairperson may open the meeting to the public or invite persons whose knowledge or expertise may be useful to the committee.

Adopted: 25 June 2014
Revised: 7 January, 2015
Revised: 16 August 2017
Revised: 3 January 2018

