

BOARD OF EDUCATION  
GLASSBORO PUBLIC SCHOOLS  
GLASSBORO, NEW JERSEY

Reorganization Meeting  
January 7, 2015

Call to Order:	Mr. Walter Pudelko, Business Administrator, called the meeting to order at 6:10 p.m. in the George Beach, Jr. Administration Building.
Statement of Public Notice of Meeting in accordance with New Jersey Open Public Meetings Act:	Mr. Pudelko announced that public notice of the meeting has been made in accordance with the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975.  Notice included the time, date and place of the meeting and to extent known, the agenda.
Members Present:	Mr. Calvo, Mrs. Kane, Mr. Marino, Mr. McDonald, Mr. Stephens; Board Members elected for three years: Mrs. Longley, Ms. Volz; Superintendent Silverstein, Curriculum Director Sochor and Business Administrator Pudelko.
Members Absent:	Mrs. Jones, Mr. Keith
Flag Salute:	The Flag Salute was given by all present.
Administration of Oath:	Mr. Pudelko administered the Oath of Office to recently elected Board Members:  Mrs. June Longley Ms. Elizabeth Volz
Adoption of Robert's Rules of Order as Official Basis for Conduct of Meetings:	Ms. Volz moved, seconded by Mr. McDonald that the Board adopt Robert's Rules of Order as official basis for the Conduct of Meetings. The motion was approved unanimously.
Adoption of Board Policies Presently in Effect:	Ms. Volz moved, seconded by Mr. McDonald that the Board adopt all Board policies presently in effect for the 2014-2015 School Year. The motion was approved unanimously.
Adoption of Job Descriptions Presently in Effect:	Ms. Volz moved, seconded by Mr. McDonald that the Board adopt all Job Descriptions presently in effect for the 2014-2015 School Year. The motion was approved unanimously.
Election of Officers Appointments and Designations:	
Open the Floor for Nominations for President:	Mr. Calvo moved, seconded by Mr. Keith that the floor is open for Nominations for President of the Board of Education.

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President

Mrs. Kane moved, seconded by Ms. Volz that Mr. Peter Calvo be nominated as President of the Board of Education. The motion was approved by unanimous roll call vote.

Close the Floor for  
Nominations for President:

Mrs. Kane moved, seconded by Ms. Volz that the floor be closed for Nominations for President of the Board of Education. The motion was approved by unanimous roll call vote.

Mrs. Kane moved, seconded by Ms. Volz that the Board elect Mr. Peter Calvo as President of the Board of Education. The motion was approved by unanimous roll call vote.

Open the Floor for  
Nominations for Vice President:

Mr. Calvo moved, seconded by Mr. McDonald that the floor is open for Nominations for Vice President of the Board of Education.

Vice President

Mr. Calvo moved, seconded by Mr. McDonald that Mrs. Chris Kane be nominated as Vice President of the Board of Education. The motion was approved by unanimous roll call vote.

Mrs. Kane moved, seconded by Mr. Calvo that Mrs. June Longley be nominated as Vice President of the Board of Education. Mrs. Longley declined the nomination.

Close the Floor for  
Nominations for Vice President:

Mr. McDonald moved, seconded by Mr. Calvo that the floor be closed for Nominations for Vice President of the Board of Education. The motion was approved by unanimous roll call vote.

Mr. McDonald moved, seconded by Mr. Calvo that the Board elect Mrs. Chris Kane as Vice President of the Board of Education. The motion was approved by roll call vote with Mrs. Kane abstaining.

Treasurer of School Monies:

Ms. Volz moved, seconded by Mrs. Kane that the Resolution to appoint Karyn Paccione as Treasurer of School Monies for the 2014-2015 school year be adopted. The motion was approved by unanimous roll call vote. A copy of the Resolution is attached (R:1)

Affirmative Action Officer:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Danielle Sochor as Affirmative Action Officer for the 2014-2015 school year be adopted. The motion was approved by unanimous roll call vote. A copy of the Resolution is attached. (R:2)

Title IX Coordinator:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Danielle Sochor as Title IX Coordinator for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:3)

504 Coordinator:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Danielle Sochor as 504 Coordinator for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:4)

ADA Coordinator:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Danielle Sochor as ADA Coordinator for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:5)

Qualified Purchasing Agent:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Walter Pudelko as Qualified Purchasing Agent for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:6)

Custodian of Records:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Walter Pudelko as Custodian of Records for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:7)

Public Agency Compliance Officer:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Walter Pudelko as Public Agency Compliance Officer for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:8)

Right to Know Officer:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Walter Pudelko as Right to Know Officer for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:9)

Integrated Pest Management Coordinator:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Andrew Sole as Integrated Pest Management Coordinator for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:10)

Designated Indoor Air Quality Person:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Andrew Sole as Designated Indoor Air Quality

Person for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:11)

Depositories for School Funds:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint TD Bank and/or Susquehanna Bank as Depositories for School Funds for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:12)

Daily/Related Banking Services:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint TD Bank and/or Susquehanna Bank to provide Daily/Related Banking Services for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:13)

Designation of Newspaper(s) for Legal Advertisements:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution designating The South Jersey Times, The Philadelphia Inquirer and the Courier Post as newspapers for legal advertisement, for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:14)

School Board Solicitor/Bond Counsel:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Parker McCay, P.A. as School Board Solicitor/Bond Counsel for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:15 & 15a)

Legal Services:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Decotiis, Fitzpatrick & Cole, LLP as Legal Counsel for the Department of Environmental Protection Services for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:16)

Legal Counsel for Negotiations:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Schwartz Simon Edelstein & Celso, LLC, as Legal Counsel for Negotiations for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:17)

School Architect:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution appointing Faridy Veisz Hopkins Duthie as School Architect for the 2014-2015 school year be adopted.  
The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R18)

School Board Auditor:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Nick L. Petroni as School Board Auditor for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:19)

Workers Compensation Counsel:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Ronald Bartash, Esq., of the law firm of Naulty, Scharicamazza and McDevitt, Ltd. As Workers Compensation Counsel for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:20)

Professional Sports Medicine Physician Services:

Mr. Calvo moved, seconded by Mr. Marino that the Resolutions to appoint Advanced Orthopaedic Centers for Professional Sports Medicine Physician Services for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:21)

Insurance Broker:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution and Contract to appoint Haines & Haines – T.C. Irons Agency as Insurance Broker for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:22)

Health Benefits Broker:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Kistler Tiffany Benefits and David Kalapos, of Integrated Financial Strategies, Inc., (Co-Brokers) for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:23)

Professional Asbestos Hazard Emergency Response:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Environmental Design, Inc. as Asbestos Hazard Emergency Response Designated Agency for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:24)

Tax Sheltered Annuity Companies:

Mr. Calvo moved, seconded by Mr. Marino that the following companies be approved as Tax Sheltered Annuity Companies for the 2014-2015 school year:

Lincoln Investment  
Metropolitan

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AXA Equitable  
403b ASPIRE

The motion was approved by unanimous roll call vote.

Policy & Procedures Manuals:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint Strauss Esmay Associates, LLC, for updating Bylaws, Policy and Regulations Manuals for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:25)

OMNI Third Party Administrator for 403b Plan Services:

Mr. Calvo moved, seconded by Mr. Marino that the Resolution to appoint OMNI Third Party Administrator for 403b Plan Services Tax Sheltered Annuities IRS Compliance for the 2014-2015 school year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:26)

Appointment of Gloucester County  
School Boards Association  
Representatives:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve the appointment of Susette Jones as Gloucester County School Boards Association Representative for the 2014-2015 School Year.

The motion was approved by unanimous roll call vote.

Appointment of Legislative  
Representative to the  
New Jersey School Boards Assn.

Mr. Calvo moved, seconded by Mr. Marino that the Board approve the appointment of Peter Calvo as Legislative Representative to the New Jersey School Boards Association for the 2014-2015 School Year.

The motion was approved by unanimous roll call vote.

Appointment of Borough  
Planning Board Representative:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve the appointment of Peter Calvo as Borough Planning Board Representative for the 2014-2015 School Year.

The motion was approved by unanimous roll call vote.

Appointment of Urban  
Boards Representative:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve the appointment of Edward Keith as Urban Boards Delegate, First Alternate will be Susette Jones for the 2014-2015 School Year.

The motion was approved by unanimous roll call vote.

Appointment of Gloucester County  
Professional Development Representative:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve the appointment of Elizabeth Volz as Gloucester County Professional Development Representative for the 2014-2015 School Year.

The motion was approved by unanimous roll call vote.

Designation of Authorized  
Representatives for State and  
Federal Projects:

Mrs. Kane moved, seconded by Ms. Volz that the Superintendent and/or Business Administrator be designated as the Board's authorized representative for State and Federal Projects.

The motion was approved by unanimous roll call vote.

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Approval of General Application For Federal Funds for Local Education Agencies, including Funding Under P.L. #874:

Mrs. Kane moved, seconded by M. Volz that the Board authorize filing general applications for Federal Funds for Local Education Agencies including Funding under P.L. #874. The motion was approved by unanimous roll call vote.

State Contracted Vendors, 2014-2015:

Mrs. Kane moved, seconded by Ms. Volz that the Board approve all State Contracted Vendors for the 2014-2015 School Year. The motion was approved by unanimous roll call vote.

Adoption of Calendar for Regular Business Meetings:

Mrs. Kane moved, seconded by Ms. Volz that the Board adopt the Calendar for Regular Business Meetings for the 2014-2015 School Year (R:27). The motion was approved by unanimous roll call vote.

Re-Adoption of Mission and Vision Statement of the Glassboro School District 2014-2015:

Mrs. Kane moved, seconded by Ms. Volz that the Board re-adopt the Mission and Vision Statement of the Glassboro School District for the 2014-2015 School Year. The motion was approved by unanimous roll call vote.

Approval of Business Office Schedules/Rates, 2014-2015:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve the following Business Office Schedules/Rates for the 2013-2014 School Year:

- a. Chart of Accounts
- b. Petty Cash Fund
  - \$ 100 each school
  - \$ 100 transportation
  - \$ 100 maintenance
  - \$ 100 child study team
  - \$1,000 district
  - \$5,000 for athletics
  - \$ 50 board office

The motion was approved by unanimous roll call vote.

Authorization to Award Contracts up to Bid Threshold and Set Quote Threshold, 2014-2015:

Mrs. Kane moved, seconded by Ms. Volz that the Board approve authorization to award contracts up to bid threshold and set quote threshold for the 2014-2015 School Year. The motion was approved by unanimous roll call vote.

Mileage Reimbursement, 2014-2015:

Mrs. Kane moved, seconded by Ms. Volz that the Board approve the Mileage Reimbursement as provided under the Fiscal Accountability Regulations – Subchapter 7. The motion was approved by unanimous roll call vote.

Committee Appointments:

The following are the Committee assignments for 2014-2015:

Instruction  
Ed Keith, Chair  
Ben Stephens  
June Longley

Administration

Chris Kane, Chair

Susette Jones

Elizabeth Volz

Operations

Anthony Marino, Chair

Melvin McDonald

Chris Kane

Addendum to Reorganization Meeting:

Operations  
Report:

Scholastic  
Resolution:

Mr. Calvo moved, seconded by Ms. Volz that the Board approve to adopt the Resolution to obtain educational goods from Scholastic that will exceed the bid threshold of \$36,000.00 for the 2014-2015 school year. (Attachment O:1)  
The motion was approved by unanimous roll call vote.

Special Election  
Resolution:

Mr. Calvo moved, seconded by Ms. Volz that the Board approve to adopt the Resolution thereby approving the submission of a proposal to the voters of the Borough of Glassboro at a special election to be held on Tuesday, March 10, 2015. (Attachment O:2)  
The motion was approved by unanimous roll call vote.

The Brain Alliance of New Jersey  
Award:

Mr. Calvo moved, seconded by Ms. Volz that the Board approve the acceptance of a \$1,000.00 donation from The Brain Alliance of New Jersey to participate in the 5<sup>th</sup> Annual "U Got Brains Champion Schools Program". These funds will be used for the remainder of the 2014-2015 school year to develop a unique project(s) aimed at educating teens about the importance of safe driving. (Attachment O:3)  
The motion was approved by unanimous roll call vote.

Administration  
Report:

Substitute  
Bus Drivers:

Mr. Calvo moved, seconded by Ms. Volz that the Board approve the following individuals, pending a positive criminal history background check and required paperwork, as Substitute Bus Drivers on an as-needed basis, at the Miscellaneous Pay Rate of \$17.50 per hour for the 2014-2015 school year. Start date to be determined.

Charles Donckers

Elsie Harden-Boyd

Samuel Watson

Michael Williams

The motion was approved by unanimous roll call vote.

Substitute  
Bus Aides:

Mr. Calvo moved, seconded by Ms. Volz that the Board approve the following individuals, pending a positive criminal history background check and required paperwork, as Substitute



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Bus Aides on an as-needed basis, at the Miscellaneous Pay Rate of \$13.50 per hour for the 2014-2015 school year. Start date to be determined.

Susie Ashlock  
Heather Schmidt  
Alexandrea Speis

The motion was approved by unanimous roll call vote.

Instruction  
Report:

Professional Development/  
Workshops:

Mr. Stephens moved, seconded by Mr. Calvo that the Board approve the attached Professional Development/Workshops List. (Attachment I:1)

The motion was approved by unanimous roll call vote.

New  
Business:

Mr. Calvo stated that he will be emailing self-evaluations in mid-January to all Board Members and the Evaluation of the Superintendent will be presented to the Board at the January 28<sup>th</sup> Board Meeting.

Adjournment:

Mr. Marino moved, seconded by Mr. McDonald that the Reorganization Meeting adjourn (6:40 p.m.).  
The motion was approved unanimously.

Respectfully submitted,

Walter S. Pudelko  
Business Administrator/  
Board Secretary