

BOARD OF EDUCATION  
GLASSBORO PUBLIC SCHOOLS  
GLASSBORO, NEW JERSEY

Reorganization Meeting  
January 3, 2019

Call to Order	Mr. Scott Henry, Business Administrator, called the meeting to order at 6:00 p.m. in the Glassboro High School Auditorium.
Statement of Public Notice of Meeting in accordance with New Jersey Open Public Meetings Act	Mr. Henry 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, Mr. Cibo, Mr. Esgro, Mr. Fanfarillo, Mr. Stephens, Ms. Volz, Superintendent Mark Silverstein, Business Administrator Scott Henry and Susan Hodges, Solicitor. Board Members elected for three years: Mr. Hughes, Ms. Ricci, and Ms. Tattersdill.
Members Absent	Mr. Stephens
Flag Salute	The Flag Salute was given by all present.
Administration of Oath	Mr. Henry administered the Oath of Office to recently elected Board Members: Mr. Ryan Hughes Ms. Michele Ricci Ms. Stacie Tattersdill.
Adoption of Robert's Rules of Order	Mr. Calvo moved, seconded by Mr. Esgro 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	Mr. Calvo moved, seconded by Mr. Esgro that the Board adopt all Board policies presently in effect for the 2018-2019 School Year. The motion was approved unanimously.
Adoption of Job Descriptions Presently in Effect	Mr. Calvo moved, seconded by Mr. Esgro that the Board adopt all Job Descriptions presently in effect for the 2018-2019 School Year. The motion was approved by unanimous roll call vote.
Acknowledgement of Board Members received and read the Code Of Ethics	Mr. Calvo moved, seconded by Mr. Esgro that the Board acknowledge that they have received and read the Board Member Code of Ethics. The motion was approved by unanimous roll call vote.

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Election of Officers, Appointments and  
Designations

Election of Officers  
Open the Floor for Nominations for  
President

Mr. Calvo moved, seconded by Ms. Volz to open the floor for nominations for President of the Board of Education. The motion was approved by unanimous roll call vote.

President

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

There were no other nominations.

Close the Floor for Nominations for  
President

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

Ms. Volz moved, seconded by Mr. Esgro 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. Esgro to open the floor for Nominations for Vice President of the Board of Education. The motion was approved by unanimous roll call vote.

Vice President

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

There were no other nominations.

Close the Floor for Nominations for  
Vice President

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

Appointments – Professional Services  
Treasurer of School Monies

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Karyn Paccione as Treasurer of School Monies for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Danielle Sochor as Affirmative Action Officer for the period of January 1, 2019 through December 31, 2019 be adopted.

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- 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. Esgro that the Resolution to appoint Danielle Sochor as Title IX Coordinator for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Danielle Sochor as 504 Coordinator for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Danielle Sochor as ADA Coordinator for the period of January 1, 2019 through December 31, 2019 be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:5)
- Purchasing Agent  
Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Scott Henry as Purchasing Agent for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Scott Henry as Custodian of Records for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Scott Henry as Public Agency Compliance Officer for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Scott Henry as Right to Know Officer for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Andrew Sole as Integrated Pest Management Coordinator for the period of January 1, 2019 through December 31, 2019 be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:10)

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Designated Indoor Air Quality Person

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Andrew Sole as Designated Indoor Air Quality Person for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. *(R:11)*

School Security Specialist

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Dr. Danielle Sneathen as School Security Specialist for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. *(R:12)*

Depositories for School Funds

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint TD Bank and/or Republic Bank as Depositories for School Funds for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. *(R:13)*

Daily/Related Banking Services

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint TD Bank and/or Republic Bank to provide Daily/Related Banking Services for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. *(R:14)*

Designation of Newspaper(s) for Legal Advertisements

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution designating The South Jersey Times, The Philadelphia Inquirer and the Camden Courier Post as newspapers for legal advertisement, for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. *(R:15)*

School Board Solicitor/Bond Counsel

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Parker McCay, P.A. as School Board Solicitor/Bond Counsel for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. *(R:16)*

Legal Services

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Decotiis, Fitzpatrick & Cole, LLP as Legal Counsel for the Department of Environmental Protection Services for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution appointing Fraytak Veisz Hopkins Duthie. P.C. as School

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Architect for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:18)

School Board Auditor

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Nick L. Petroni as School Board Auditor for the period of January 1, 2019 through December 31, 2019 school year be adopted.

The motion was approved by unanimous roll call vote.

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

Professional Sports Medicine  
Physician Services

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Reconstructive Orthopedics as Sports Medicine Physician Services for the period of January 1, 2019 through December 31, 2019 be adopted.

The motion was approved by unanimous roll call vote.

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

Professional Health Care Services

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Dr. Josette Palmer as Professional Health Care Physician Services for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution and Contract to appoint Haines & Haines – T.C. Irons Agency as Insurance Broker for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Allen Associates for the period of January 1, 2019 through December 31, 2019 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. Esgro that the Resolution to appoint Environmental Design, Inc. as Asbestos Hazard Emergency Response Designated Agency for the period of January 1, 2019 through December 31, 2019 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. Esgro that the following companies be approved as Tax Sheltered Annuity Companies for the period of January 1, 2019 through December 31, 2019:

Lincoln Investment  
Metropolitan  
AXA Equitable

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403b ASPIRE

The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:25)

Policy & Procedures Manual

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Strauss Esmay Associates, LLC, for updating Bylaws, Policy and Regulations Manuals for the period of January 1, 2019 through December 31, 2019 be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:26)

OMNI Third Party Administrator for 403b Plan Services

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint OMNI Third Party Administrator for 403b Plan Services Tax Sheltered Annuities IRS Compliance for the period of January 1, 2019 through December 31, 2019 be adopted.  
The motion was approved by unanimous roll call vote.  
A copy of the Resolution is attached. (R:27)

Appointments – Board Representatives  
Gloucester County School Boards  
Association Representatives

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the appointment of Mr. Alex Fanfarillo as Gloucester County School Boards Association Representative for the period of January 1, 2019 through December 31, 2019. Mr. Ryan Hughes will be the alternate delegate.  
The motion was approved by unanimous roll call vote.

Legislative Representative to the  
New Jersey School Boards Assn.

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the appointment of Mr. Peter Calvo as Legislative Representative to the New Jersey School Boards Association period of January 1, 2019 through December 31, 2019. Mr. Alex Fanfarillo will be the alternate delegate.  
The motion was approved by unanimous roll call vote.

Borough Planning Board  
Representative

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the appointment of Mr. Peter Calvo as Borough Planning Board Representative for the period of January 1, 2019 through December 31, 2019.  
The motion was approved by unanimous roll call vote.

Urban Boards Representative

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the appointment of Mr. Christ Esgro as Urban Boards Delegate for the period of January 1, 2019 through December 31, 2019. Mr. Ryan Hughes will be the alternate delegate.  
The motion was approved by unanimous roll call vote.

Gloucester County Professional  
Development Representative

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the appointment of Ms. Elizabeth Volz as Gloucester County Professional Development Representative for the period of January 1, 2019 through December 31, 2019.  
The motion was approved by unanimous roll call vote.

Designation of Authorized Representatives  
for State and Federal Projects

Mr. Calvo moved, seconded by Mr. Esgro that the Superintendent and/or Business Administrator be designated as

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the Board's authorized representative for State and Federal Projects.

The motion was approved by unanimous roll call vote.

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

Mr. Calvo moved, seconded by Mr. Esgro 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

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve all State Contracted Vendors for the period of January 1, 2019 through December 31, 2019.

The motion was approved by unanimous roll call vote.

Adoption of Calendar for Regular Business Meetings

Mr. Calvo moved, seconded by Mr. Esgro that the Board adopt the Calendar for Regular Business Meetings for the period of January 1, 2019 through January 22, 2020. (R:28)

The motion was approved by unanimous roll call vote.

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

Mr. Calvo moved, seconded by Mr. Esgro that the Board re-adopt the Mission and Vision Statement of the Glassboro School District for the period of January 1, 2019 through December 31, 2019.

The motion was approved by unanimous roll call vote.

Approval of Business Office Schedules/Rates

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the following Business Office Schedules/Rates for the period of January 1, 2019 through December 31, 2019:

1. Chart of Accounts
2. Petty Cash Fund
  - a. \$5,000 for Athletics
  - b. \$ 50 Board Office

The motion was approved by unanimous roll call vote.

Authorization to Award Contracts up to Bid Threshold and Set Quote Threshold

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve authorization to award contracts up to bid threshold and set quote threshold for the period of January 1, 2019 through December 31, 2019.

The motion was approved by unanimous roll call vote.

Mileage Reimbursement

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the Mileage Reimbursement as provided under the Fiscal Accountability Regulations – Subchapter 7 for the period of January 1, 2019 through December 31, 2019.

The motion was approved by unanimous roll call vote.

Curriculum

Mr. Calvo moved, seconded by Mr. Esgro that the Board approve the following instructional items for the 2018-2019 school year:

1. Curricula
2. District Assessment Overview
3. Five Year Curriculum Plan
4. Five Year Textbook Plan

5. Program of Courses

The motion was approved by unanimous roll call vote.

Committee  
Appointments:

The following are the Committee assignments for 2019:

Instruction  
Elizabeth Volz, Chair  
Ray Cibo  
Ryan Hughes

Administration  
Alex Fanfarillo, Chair  
Ben Stephens  
Stacie Tattersdill

Operations  
Chris Esgro, Chair  
Ray Cibo  
Michele Ricci

Mr. Calvo led a discussion on the 2019 Board and Committee goals.

Agenda Amendment/Addendum

Mr. Calvo announced a Board Retreat on February 2, 2019. Mr. Calvo moved, seconded by Mr. Esgro that the agenda be amended to include the attached Administration report. (*attach Addendum*)  
The motion was approved unanimously.

Administration Report  
New Employees/Transfers/Assignments/  
Contracts  
    New Employees-Teachers/ Nurses/  
    Secretaries/Aides  
        Teacher of Supplemental  
        Instruction-Rodgers

Mr. Calvo moved, seconded by Ms. Volz for the approval of Lindsey Ale, pending receipt of a positive criminal history background check, as Part-Time Teacher of Supplemental Instruction, BA, Step 1, at J. Harvey Rodgers School for the 2018-2019 school year at a prorated annual salary of \$24,436.50. Start date to be determined. Ms. Ale is replacing Rachel Morrison due to assignment change. (*attachment A:1*)  
The motion was approved by unanimous roll call vote.

Physical Education/Health  
Teacher-GHS

Mr. Calvo moved, seconded by Ms. Volz for the approval of Arielle Visalli, pending receipt of a positive criminal history background check, as Physical Education/Health Teacher, BA, Step 2, at GHS for the 2018-2019 school year at a prorated annual salary of \$49,373.00. Start date to be determined. Ms. Visalli is replacing Rachel Emerson due to resignation. (*attachment A:2*)  
The motion was approved by unanimous roll call vote.

Library Aide-Bowe

Mr. Calvo moved, seconded by Ms. Volz for the approval of Jee-Hye (Janet) Camp, pending receipt of a positive criminal history background check, as an Associate Aide at Thomas E. Bowe School in the position of Library Aide for the 2018-2019 school year, 5.75 hours per day, 5 days per week, Step 1, at a



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rate of \$15.19 per hour. Start date to be determined. Ms. Camp is replacing Christine Grehlinger due to resignation. (*attachment A:3*)

The motion was approved by unanimous roll call vote.

Teacher of Supplemental  
Instruction-Bowe

Mr. Calvo moved, seconded by Ms. Volz for the approval of Brittany Vaspoli, pending receipt of a positive criminal history background check, as Teacher of Supplemental Instruction, BA, Step 1, at Thomas E. Bowe School for the 2018-2019 school year at a prorated annual salary of \$48,873.00. Start date to be determined. Ms. Vaspoli is replacing Holly Conaway due to retirement. (*attachment A:4*)

The motion was approved by unanimous roll call vote.

Assignments

Alternative Evening High  
School Staffing

Mr. Calvo moved, seconded by Ms. Volz for the Board to ratify rescinding the approval of the following staff members as Principal and Substitute Principals of the 2018-2019 Alternative Evening High School effective December 12, 2018:

Principal - Robin Boyd

Substitute Principal - Robert Hemmes and Denise Barr

The motion was approved by unanimous roll call vote.

Mr. Calvo moved, seconded by Ms. Volz for the Board to ratify the following staff members for coverage as Principal and Substitute Principals for the 2018-2019 Alternative Evening High School effective December 12, 2018. Coverage will be on a rotation basis pending the hiring of a permanent Principal:

Dr. Danielle Sneathen

Craig Stephenson

Cynthia Bodden

Jeff Cusack

The motion was approved by unanimous roll call vote.

Miscellaneous

Staff Member Substitute Coverage

Mr. Calvo moved, seconded by Ms. Volz for approval for Robert Preston to teach the final first semester Block 3 AP Composition class from January 7, 2019 to January 29, 2019 during the absence of Christopher Wood. Mr. Preston will be compensated 6 hours per week for teaching at the rate of \$40.70 per hour.

The motion was approved by unanimous roll call vote.

Loss of Prep

Mr. Calvo moved, seconded by Ms. Volz for approval for Jordan Faulkner to be compensated for Loss of Prep due to covering 4<sup>th</sup> Block English class from January 7, 2019 to January 29, 2019, at the rate of \$49.00 per block during the absence of Christopher Wood.

The motion was approved by unanimous roll call vote.

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Co-Curricular Club Advisor

Mr. Calvo moved, seconded by Ms. Volz that the Board ratify rescinding approval of Christopher Wood as Senior Class Advisor and ratify approval of Caterina Dawson as Senior Class Advisor for the remainder of the 2018-2019 school year effective January 1, 2019. Ms. Dawson will receive a prorated stipend of \$1,618.00.

The motion was approved by unanimous roll call vote.

Department Chairperson-GHS  
English

Mr. Calvo moved, seconded by Ms. Volz that the Board ratify rescinding approval of Christopher Wood as English Department Chairperson and ratify Robert Preston as English Department Chairperson at GHS for the remainder of the 2018-2019 school year effective January 1, 2019. Dr. Preston will receive a prorated stipend of \$2,297.00.

The motion was approved by unanimous roll call vote.

Adjournment

Mr. Calvo moved, seconded by Mr. Esagro that the Reorganization Meeting adjourn (7:05 p.m.).

The motion was approved unanimously.

Respectfully submitted,

Scott D. Henry  
Business Administrator/  
Board Secretary