

BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY

Reorganization Meeting
January 4, 2018

Call to
Order:

Mr. Scott Henry, Business Administrator, called the meeting to order at 6:01 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 (by phone), Mr. Halter; Mr. Fanfarillo, Mr. Esgro, Dr. Redondo (arrived at 6:15), Mr. Keith, Superintendent Mark Silverstein, Business Administrator Scott Henry and Susan Hodges, Solicitor. Board Members elected for three years: Mr. Cibo and Ms. Volz.

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. Cibo
Ms. Volz

Adoption of Robert's
Rules of Order:

Mr. Esgro moved, seconded by Mr. Halter 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. Esgro moved, seconded by Mr. Keith that the Board adopt all Board policies presently in effect for the 2016-2017 School Year.
The motion was approved unanimously.

Adoption of Job Descriptions
Presently in Effect:

Mr. Esgro moved, seconded by Mr. Keith that the Board adopt all Job Descriptions presently in effect for the 2016-2017 School Year.
The motion was approved by unanimous roll call vote.

Acknowledgement of Board
Members received and read the Code
Of Ethics

Mr. Halter 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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Curriculum

Mr. Keith moved, seconded by Ms. Volz that the Board approve all Curriculum currently in effect.
The motion was approved by unanimous roll call vote.

Election of Officers
Appointments and Designations:

Mr. Keith moved, seconded by Mr. Fanfarillo that the floor is open for Nominations for President of the Board of Education.

Open the Floor for
Nominations for President:

President
Mr. Keith moved, seconded by Mr. Fanfarillo 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:

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

Mr. Keith moved, seconded by Mr. Fanfarillo 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 Ms. Volz that the floor is open for Nominations for Vice President of the Board of Education.

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

Close the Floor for
Nominations for Vice President:

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

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, 2018 through December 31, 2018 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, 2018 through December 31, 2018 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. Esgro that the Resolution to appoint Danielle Sochor as Title IX Coordinator for the period of January 1, 2018 through December 31, 2018 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, 2018 through December 31, 2018 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, 2018 through December 31, 2018 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, 2018 through December 31, 2018 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, 2018 through December 31, 2018 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, 2018 through December 31, 2018 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, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

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

Integrated Pest Management Coordinator:

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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, 2018 through December 31, 2018 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. Esgro that the Resolution to appoint Andrew Sole as Designated Indoor Air Quality Person for the period of January 1, 2018 through December 31, 2018 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. Esgro that the Resolution to appoint TD Bank and/or Republic Bank as Depositories for School Funds for the period of January 1, 2018 through December 31, 2018 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. Esgro that the Resolution to appoint TD Bank and/or Republic Bank to provide Daily/Related Banking Services for the period of January 1, 2018 through December 31, 2018 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. 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, 2018 through December 31, 2018 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. Esgro that the Resolution to appoint Parker McCay, P.A. as School Board Solicitor/Bond Counsel for the period of January 1, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

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

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, 2018 through December 31, 2018 be

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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. Esgro that the Resolution to appoint The Schwartz Edelstein Law Group as Legal Counsel for Negotiations for the period of January 1, 2018 through December 31, 2018 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 Architect for the period of January 1, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote with Mr. Halter abstaining.

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, 2018 through December 31, 2018 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 Advanced Orthopaedic Centers as Sports Medicine Physician Services for the period of January 1, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

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

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, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

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

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, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

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

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Health Benefits Broker:

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Allen Associates for the period of January 1, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

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

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, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

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

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, 2018 through December 31, 2018:

Lincoln Investment

Metropolitan

AXA Equitable

403b ASPIRE

The motion was approved by unanimous roll call vote.

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

Policy & Procedures Manuals:

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, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:27)

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, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:28)

SCHOOL SAFETY SPECIALIST

Mr. Calvo moved, seconded by Mr. Esgro that the Resolution to appoint Dr. Danielle Sneathen as the School Safety Specialist for the period of January 1, 2018 through December 31, 2018 be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached. (R:29)

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Appointment of Gloucester County
School Boards Association
Representatives:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the appointment of Edward Keith as Gloucester County School Boards Association Representative for the period of January 1, 2018 through December 31, 2018. Ray Cibo will be the alternate delegate.

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. Keith that the Board approve the appointment of Peter Calvo as Legislative Representative to the New Jersey School Boards Association period of January 1, 2018 through December 31, 2018. Alex Fanfarillo will be the alternate delegate.

The motion was approved by unanimous roll call vote.

Appointment of Borough
Planning Board Representative:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the appointment of Peter Calvo as Borough Planning Board Representative for the period of January 1, 2018 through December 31, 2018.

The motion was approved by unanimous roll call vote.

Appointment of Urban
Boards Representative:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the appointment of Edward Keith as Urban Boards Delegate, and Alternate will be Ben Stephens for the period of January 1, 2018 through December 31, 2018.

The motion was approved by unanimous roll call vote.

Appointment of Gloucester County
Professional Development Representative:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the appointment of Elizabeth Volz as Gloucester County Professional Development Representative for the period of January 1, 2018 through December 31, 2018.

The motion was approved by unanimous roll call vote.

Designation of Authorized
Representatives for State and
Federal Projects:

Mr. Calvo moved, seconded by Mr. Keith 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.

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

Mr. Calvo moved, seconded by Mr. Keith 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. Keith that the Board approve all State Contracted Vendors for the period of January 1, 2018 through December 31, 2018.

The motion was approved by unanimous roll call vote.

Adoption of Calendar for
Regular Business Meetings:

Mr. Calvo moved, seconded by Mr. Keith that the Board adopt the Calendar for Regular Business Meetings for the period of January 1, 2018 through January 23, 2019. (R: 28).

The motion was approved by unanimous roll call vote.

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Amend School Calendar

Mr. Calvo moved, seconded by Mr. Keith that the Board amend the 2017-18 School Calendar to reflect 1/12/18 as snow day make up #1 and 2/16/18 as make up #2.
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. Keith that the Board re-adopt the Mission and Vision Statement of the Glassboro School District for the period of January 1, 2018 through December 31, 2018.
The motion was approved by unanimous roll call vote.

Approval of Business Office Schedules/Rates:

Mr. Calvo moved, seconded by Mr. Keith that the Board approve the following Business Office Schedules/Rates for the period of January 1, 2018 through December 31, 2018:

- 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:

Mr. Calvo moved, seconded by Mr. Esagro that the Board approve authorization to award contracts up to bid threshold and set quote threshold for the period of January 1, 2018 through December 31, 2018.
The motion was approved by unanimous roll call vote.

Mileage Reimbursement:

Mr. Calvo moved, seconded by Mr. Esagro that the Board approve the Mileage Reimbursement as provided under the Fiscal Accountability Regulations – Subchapter 7 for the period of January 1, 2018 through December 31, 2018.
The motion was approved by unanimous roll call vote.

Official Bargaining Units

Mr. Calvo moved, seconded by Mr. Esagro that the Board recognize the Glassboro Education Association, Glassboro Educational Support and Professionals Association and the Glassboro Principals and Supervisors Association as official bargaining units the district for the period of January 1, 2018 through December 31, 2018.
The motion was approved by unanimous roll call vote.

Committee Appointments:

The following are the Committee assignments for 2017:

Instruction
Elizabeth Volz, Chair
Alex Fanfarillo
Brian Redondo

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Administration

Edward Keith, Chair
Andrew Halter
Ben Stephens

Operations

Alex Fanfarillo, Chair
Ray Cibo
Chris Esgro

Negotiations

Andrew Halter
Ben Stephens

Adjournment:

Mr. Esgro moved, seconded by Mr. Halter that the
Reorganization Meeting adjourn (6:35 p.m.).
The motion was approved unanimously.

Respectfully submitted,

Scott D. Henry
Business Administrator/
Board Secretary