

**BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY**

**School Board Reorganization Meeting
January 07, 2026**

Call to Order	Board Secretary, Michael Sloan, called the meeting of the Glassboro Board of Education to order at 6:00pm.
Statement of Public	Board Secretary, Michael Sloan, announced that the public notice of the meeting has been made Notice of Meeting in accordance with the New Jersey Open Meeting Act, Chapter 231, Laws of accordance with New Jersey Open Public Meetings Act 1975. Notice included the time, date, and place of the meeting and, to extent known, the agenda.
Flag Salute	The Flag Salute was given by all present.
Members Present	Mr. Esgro Mr. Hughes Ms. Briggs Mr. Kudless Ms. Ricci Dr. Tattersdill Ms. Volz
Also present:	Superintendent Dr. Al Lewis Assistant Superintendent Craig Stephenson Business Administrator Michael Sloan School Solicitor Susan Hodges
Members Absent	Ms. Dempster Mr. Stephens
Visitors	3
Administration of Oath of Office	Business Administrator, Michael Sloan, administered the Oath of Office to the newly appointed Board Members: Mr. Esgro Mr. Kudless Ms. Ricci
Opportunity for Public to Address	Mr. Esgro motioned, Ms. Volz second, that the floor be open to the public to address the Board regarding specific agenda items.
Roll Call Vote	YES: Mr. Esgro, Mr. Hughes, Ms. Briggs, Mr. Kudless, Ms. Ricci, Dr. Tattersdill, Ms. Volz Motion Carried 7-0-0
Public Address	None
Close Opportunity for Public to Address	Ms. Briggs motioned, Mr. Esgro second, that the floor be close to the public regarding addressing the Board regarding the Board specific agenda items.
Roll Call Vote	YES: Mr. Esgro, Mr. Hughes, Ms. Briggs, Mr. Kudless, Ms. Ricci, Dr. Tattersdill, Ms. Volz Motion Carried 7-0-0

**BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY**

**School Board Reorganization Meeting
January 07, 2026**

Adoption of Robert's Rules Of Order	Mr. Esgro motioned, Dr. Tattersdill second, to adopt Robert's Rules Of Order as official basis for the Conduct of Meetings. The motion was approved unanimously.
Adopt Board Policies Presently in Effect	Mr. Esgro motioned, Dr. Tattersdill second, that the Board adopt all Board Policies presently in effect for the 2025-2026 school year. The motion was approved unanimously.
Adopt Job Descriptions Presently in Effect	Mr. Esgro motioned, Dr. Tattersdill second, that the Board adopt all job descriptions presently in effect for the 2025-2026 school year. The motion was approved unanimously.
Election of Officers	
Open Nominations for President	Ms. Volz motioned, Ms. Briggs second, to open the floor for nominations for the President of the Board of Education. The motion was approved unanimously. Mr. Sloan asked for nominations for President. Mr. Hughes, seconded by Dr. Tattersdill nominated Mr. Esgro for President of the Board of Education. No other nominations were received.
Close Nominations for President	Mr. Esgro motioned, Mr. Hughes second, to close the floor for nominations for the President of the Board of Education. The motion was approved unanimously.
Votes for Mr. Esgro	YES: Mr. Esgro, Mr. Hughes, Ms. Briggs, Mr. Kudless, Ms. Ricci, Dr. Tattersdill, Ms. Volz Mr. Sloan turned the meeting over to President Esgro.
Open Nominations for Vice President	Ms. Volz motioned, Ms. Ricci second, to open the floor for the Vice President of the Board of Education. The motion was approved unanimously. Mr. Esgro asked for nominations for Vice President. Ms. Volz, seconded by Dr. Tattersdill nominated Mr. Hughes for Vice President. No other nominations were received.
Close Nominations for Vice President	Ms. Briggs motioned, Ms. Volz second, to close the floor for nominations for Vice President of the Board of Education. The motion was approved unanimously.

**BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY**

**School Board Reorganization Meeting
January 07, 2026**

Votes for Mr. Hughes

YES: Mr. Esgro, Mr. Hughes, Ms. Briggs, Mr. Kudless, Ms. Ricci, Dr. Tattersdill, Ms. Volz

Acknowledgement of
Code of Ethics

Read by Board of Education President, Mr. Chris Esgro:
Dr. Tattersdill motioned, Ms. Briggs second, that the Board Members
acknowledge receipt of and confirm having read the Code of Ethics.

Code of Ethics for School Board Members
N.J.S.A 18:12-24.1

A school board member shall abide by the following Code of Ethics for School
Board Members:

- 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.

This motion was approved unanimously.

**BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY**

**School Board Reorganization Meeting
January 07, 2026**

Appointments of Professional Services

Dr. Tattersdill motioned, Ms. Briggs second, to approve the appointments for professional services effective January 7, 2026, to December 31, 2026.

- a. Treasurer of School Monies – Darren Harris
- b. Depositories for School Funds – Fulton Bank
- c. Daily/Related Banking Services – Fulton Bank
- d. Official Newspaper – South Jersey Times, Philadelphia Inquirer, Courier Post
- e. School Board Solicitor – Parker McCay, P.A
- f. School Board Bond Counsel Legal Services – Parker McCay, P.A
- g. School Board Auditor – Holt McNally & Associates
- h. School Physician Services – Dr. Josette Palmer, M.D.
- i. School Psychiatric Services – Hewitt Psychiatric, PC., Dr. Andrew Savicky
- j. Athletic Physicians – Reconstructive Orthopedics
- k. Insurance Broker – Haines & Haines – T.C. Irons Agency
- l. Health Benefits Broker – Allen Associates
- m. Affirmative Action Officer – Craig Stephenson
- n. Custodian of Records – Michael Sloan
- o. 504 Coordinator – Catherine Torbik
- p. Title IX Coordinator – Craig Stephenson
- q. Integrated Pest Management Coordinator – Miguel Olivo
- r. Asbestos Hazard Emergency Response Act – Environmental Design, Inc.
- s. ADA Coordinator – Catherine Torbik
- t. Qualified Purchasing Agent – Michael Sloan
- u. Public Agency Compliance Officer – Michael Sloan
- v. Right to Know Officer – Miguel Olivo
- w. Indoor Air Quality Person – Miguel Olivo
- x. Updating Bylaws, Policy, and Regulation Manuals – Strauss Esmay Associates, LLP
- y. 403b Tax Sheltered Annuities IRS Compliance – ONMI Third Party Administrator
- z. School Safety Specialist – Frank Geiger
- aa. Tax Shelter Annuities – Lincoln Investment, Metropolitan Life, Equitable – AXA, Aspire Financial Services
- bb. Nursing Services – Aveanna, Bayada, Star Pediatrics Home Care Agency

The motion was approved unanimously.

A copy of the resolutions are attached (R:1 – R:28)

Committee Appointments

Dr. Tattersdill moved, Ms. Volz second, that the Board approve the 2026 Committee Assignments:

**BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY**

**School Board Reorganization Meeting
January 07, 2026**

Administration	Operations	Instruction
Ben Stephens	Lori Dempster	Elizabeth Volz
Dr. Tattersdill	Stephen Kudless	Ryan Hughes
Michele Ricci	Michele Ricci	Natasha Briggs

The motion was approved unanimously.

Appointment of
Board
Representatives

Ms. Volz motioned, Mr. Hughes second, to approve the appointments for Board Representatives / Delegates

	Representative	Alternate
Gloucester County School Boards Delegate	Ryan Hughes	Stephen Kudless
Delegates Assembly Representative to NJSBA	Ryan Hughes	Chris Esagro
Borough Planning Board	Michele Ricci	
Urban Boards Representative	Ben Stephens	Dr. Tattersdill
Gloucester County Professional Development Delegate	Elizabeth Volz	

The motion was approved unanimously.

Designation of Authorized Representative for State and Federal Projects

Ms. Volz motioned, Ms. Briggs second, that the Superintendent and/or Business Administrator be designated as the Board's authorized representative for State and Federal Projects.

The motion was approved unanimously.

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

Ms. Volz motioned, Ms. Briggs second, second that the Board authorize filing general applications for Federal funds for Local Education Agencies including funding under P.L. 874.

The motion was approved unanimously.

All State Contracted Vendors

Ms. Volz motioned, Ms. Briggs second,, that the Board approve all State contracted vendors for the period of January 1, 2026, through December 31, 2026.

The motion was approved unanimously.

**BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY**

**School Board Reorganization Meeting
January 07, 2026**

Adoption of Calendar for Regular Business Meetings

Ms. Volz motioned, Ms. Briggs second, second, that the Board adopt the calendar for regular business meetings for the period of January 1, 2026, through January 26, 2026. (R:29)

The motion was approved unanimously.

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

Ms. Volz motioned, Ms. Briggs second,, that the board re-adopt the Mission and Vision Statement of the Glassboro Public School District for the period of January 1, 2026, through December 31, 2026.

The motion was approved unanimously.

Approval of the Business Office Schedules/Rates

Ms. Volz motioned, Ms. Briggs second,, that the board approve the following Business Office Schedules/Rates for the period of January 1, 2026, through December 31, 2026.

- a. Chart of Accounts
- b. Petty Cash Fund
 - \$500 Board Office
 - \$300 CST – Career Based Instruction Program

The motion was approved unanimously.

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

Ms. Volz motioned, Ms. Briggs second, that the Board approve authorization to award contracts up to bid threshold and set quote threshold for the period of January 1, 2026, through December 31, 2026.

The motion was approved unanimously.

Mileage Reimbursement

Ms. Volz motioned, Ms. Briggs second,, that the Board approve the mileage reimbursement as provided under the Fiscal Accountability Regulations – Subchapter 7 for the period of January 1, 2026, through December 31, 2026.

The motion was approved unanimously.

Curriculum

Ms. Volz motioned, Ms. Briggs second, that the board approve the following instructional items for the 2025-2026 school year:

- A. Curricula
- B. District Assessment Overview
- C. Five Year curriculum Plan
- D. Five Year Textbook Plan
- E. Program of Courses

**BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY**

**School Board Reorganization Meeting
January 07, 2026**

The motion was approved unanimously.

Administration Ms. Volz motioned, Ms. Briggs second, that the board approve the following administrative items for the 2025-2026 school year

Payroll Specialist Board approval of Taylor Kaupp, pending receipt of a positive criminal history background check, as Payroll Specialist in the Central Office for the 2025-2026 school year at a prorated annual salary of \$55,000.00, effective February 2, 2026. Ms. Kaupp is replacing Michael Pipitone.

The motion was approved unanimously.

Opportunity for Public to Address the Board of Education Ms. Volz moved, Dr. Tattersdill second, that the floor be open to the public to address the board.

Roll Call Vote YES: Mr. Esgro, Mr. Hughes, Ms. Briggs, Mr. Kudless, Ms. Ricci, Dr. Tattersdill, Ms. Volz

Motion Carried 7-0-0

Public Address Ms. Kudless, a Glassboro resident, congratulated Mr. Kudless on his induction to the Board of Education as a Board Member.

Close Opportunity For Public to Address The Board Ms. Volz moved, Ms. Briggs second, that the floor be closed to the public regarding addressing the Board.

Roll Call Vote YES: Mr. Esgro, Mr. Hughes, Ms. Briggs, Mr. Kudless, Ms. Ricci, Dr. Tattersdill, Ms. Volz

Motion Carried 7-0-0

Adjournment Ms. Briggs moved, Ms. Volz second, that the meeting be adjourned at 6:10pm.

Roll Call Vote YES: Mr. Esgro, Mr. Hughes, Ms. Briggs, Mr. Kudless, Ms. Ricci, Dr. Tattersdill, Ms. Volz

Motion Carried 7-0-0

Respectfully submitted,



Michael Sloan
School Business Administrator/Board Secretary