

BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY

Reorganization Meeting
January 2, 2014

Call to Order: Mr. Walter Pudelko, Business Administrator, called the meeting to order at 6:00 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: Mrs. Kane, Mr. Keith, Mrs. Longley; Board Members elected for three years: Mr. Calvo, Mr. Marino; Superintendent Silverstein, Curriculum Director Sochor and Business Administrator Pudelko.

Members Absent: Mrs. Jones, Mr. McDonald, Mr. Stephens, Ms. Volz

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:
Mr. Peter Calvo
Mr. Anthony Marino

Adoption of Robert's Rules of Order as Official Basis for Conduct of Meetings: Mr. Calvo moved, seconded by Mr. Keith 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. Keith that the Board adopt all Board policies presently in effect for the 2013-2014 School Year.
The motion was approved unanimously.

Adoption of Job Descriptions Presently in Effect: January 2, 2014 Reorganization Mr. Calvo moved, seconded by Mr. Keith that the Board adopt all Job Descriptions presently in effect for the 2013-2014 School Year.
The motion was approved by unanimous roll call vote.

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.

January 2, 2014 Reorganization

President

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

Vice President

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

Treasurer of School Monies:

Mr. Marino moved, seconded by Mr. Keith that the Resolution to appoint Karyn Paccione as Treasurer of School Monies for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Danielle Sochor as Affirmative Action Officer for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Danielle Sochor as Title IX Coordinator for the 2013-2014 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 Mrs. Kane that the Resolution to appoint William Lundahl as 504 Coordinator for the 2013-

2014 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 Mrs. Kane that the Resolution to appoint William Lundahl as ADA Coordinator for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Walter Pudelko as Qualified Purchasing Agent for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Walter Pudelko as Custodian of Records for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Walter Pudelko as Public Agency Compliance Officer for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Walter Pudelko as Right to Know Officer for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Andrew Sole as Integrated Pest Management Coordinator for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Andrew Sole as Designated Indoor Air Quality Person for the 2013-2014 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 Mrs. Kane that the Resolution to appoint TD Bank and/or Susquehanna Bank as Depositories

for School Funds for the 2013-2014 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 Mrs. Kane that the Resolution to appoint TD Bank and/or Susquehanna Bank to provide Daily/Related Banking Services for the 2013-2014 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 Mrs. Kane that the Resolution designating The South Jersey Times, The Philadelphia Inquirer and the Camden Courier Post as newspapers for legal advertisement, for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Parker McCay, P.A. as School Board Solicitor/Bond Counsel for the 2013-2014 school year 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 Mrs. Kane that the Resolution to appoint Decotiis, Fitzpatrick & Cole, LLP as Legal Counsel for the Department of Environmental Protection Services for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Schwartz Simon Edelstein & Celso, LLC, as Legal Counsel for Negotiations for the 2013-2014 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 Mrs. Kane that the Resolution appointing Faridy Veisz Hopkins Duthie as School Architect for the 2013-2014 school year 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 Mrs. Kane that the Resolution to appoint Nick L. Petroni as School Board Auditor for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Ronald Bartash, Esq., of the law firm of Naulty, Scharicamazza and McDevitt, Ltd. As Workers Compensation Counsel for the 2013-2014 school year 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 Mrs. Kane that the Resolutions to appoint Inspira Family Health Care Center of Glassboro as School Physician/Athletic Physician for the 2013-2014 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 Mrs. Kane that the Resolution and Contract to appoint Haines & Haines – T.C. Irons Agency as Insurance Broker for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Brown and Brown of New Jersey, Inc. and David Kalapos, of Integrated Financial Strategies, Inc., Co-Brokers for the 2013-2014 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 Mrs. Kane that the Resolution to appoint Environmental Design, Inc. as Asbestos Hazard Emergency Response Designated Agency for the 2013-2014 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 Mrs. Kane that the following companies be approved as Tax Sheltered Annuity Companies for the 2013-2014 school year:

Lincoln Investment
Metropolitan
AXA Equitable
403b ASPIRE

The motion was approved by unanimous roll call vote.

Policy & Procedures Manuals:

Mr. Calvo moved, seconded by Mrs. Kane that the Resolution to appoint Strauss Esmay Associates, LLC, for updating Bylaws, Policy and Regulations Manuals for the 2013-2014

January 2, 2014 Reorganization

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

CPI Third Party Administrator for 403b Plan Services:
Mr. Calvo moved, seconded by Mrs. Kane that the Resolution to appoint CPI Third Party Administrator for 403b Plan Services Tax Sheltered Annuities IRS Compliance for the 2013-2014 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 Mrs. Kane that the Board approve the appointment of Susette Jones as Gloucester County School Boards Association Representative for the 2013-2014 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 Mrs. Kane that the Board approve the appointment of Anthony Marino as Legislative Representative to the New Jersey School Boards Association for the 2013-2014 School Year.
The motion was approved by unanimous roll call vote.

Appointment of Borough Planning Board Representative:

Mr. Calvo moved, seconded by Mrs. Kane that the Board approve the appointment of Peter Calvo as Borough Planning Board Representative for the 2013-2014 School Year.
The motion was approved by unanimous roll call vote.

Appointment of Urban Boards Representative:

Mr. Calvo moved, seconded by Mrs. Kane that the Board approve the appointment of Melvin McDonald as Urban Boards Delegate, First Alternate will be Susette Jones and Second Alternate will be Edward Keith for the 2013-2014 School Year.
The motion was approved by unanimous roll call vote.

Appointment of Gloucester County Professional Development Representative:

Mr. Calvo moved, seconded by Mrs. Kane that the Board approve the appointment of June Longley as Gloucester County Professional Development Representative for the 2013-2014 School Year.
The motion was approved by unanimous roll call vote.

Designation of Authorized Representatives for State and Federal Projects:

Mr. Calvo moved, seconded by Mr. Marino 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. Marino 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, 2013-2014:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve all State Contracted Vendors for the 2013-2014 School Year.

January 2, 2014 Reorganization

The motion was approved by unanimous roll call vote.

Adoption of Calendar for
Regular Business Meetings:

Mr. Calvo moved, seconded by Mr. Marino that the Board adopt the Calendar for Regular Business Meetings for the 2013-2014 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 2013-2014:
January 2, 2014 Reorganization

Mr. Calvo moved, seconded by Mr. Marino that the Board re-adopt the Mission and Vision Statement of the Glassboro School District for the 2013-2014 School Year.

The motion was approved by unanimous roll call vote.

Approval of Business Office
Schedules/Rates,
2013-2014:

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,
2013-2014:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve authorization to award contracts up to bid threshold and set quote threshold for the 2013-2014 School Year.

The motion was approved by unanimous roll call vote.

Mileage Reimbursement,
2013-2014:

Mr. Calvo moved, seconded by Mr. Marino 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 2012-2013:

Instruction

Ed Keith, Chair

Ben Stephens

June Longley

Administration

Chris Kane, Chair

Susette Jones

Elizabeth Volz

Operations

Anthony Marino, Chair

Melvin McDonald

Chris Kane

January 2, 2014 Reorganization

School Board Recognition
Month:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve the attached Resolution declaring January 2014 to be School Board Recognition Month. (R:28)
The motion was approved by unanimous roll call vote.

School-Based
Internship:

Mr. Calvo moved, seconded by Mr. Marino that the Board approve for the following McDaniel College student for a School-Based Internship at the Dorothy L. Bullock School for at least 74 hours. The visitation will occur between January 6, 2014 – January 23, 2014:

<u>Student</u>	<u>Staff Member</u>	<u>Grade</u>
Rachel Cressman	Patti Paulsen	3

The motion was approved by unanimous roll call vote.

Adjournment:

Mr. Calvo moved, seconded by Mr. Keith that the Reorganization Meeting adjourn (6:45 p.m.).
The motion was approved unanimously.

Respectfully submitted,

Walter S. Pudelko
Business Administrator/
Board Secretary