

BOARD OF EDUCATION
GLASSBORO PUBLIC SCHOOLS
GLASSBORO, NEW JERSEY

Reorganization Meeting
January 2, 2013

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:	Mr. Calvo, Mrs. Jones, Mrs. Longley, Mr. Marino; Board Members elected for three years: Mrs. Kane, Mr. Keith, Mr. McDonald; Superintendent Silverstein, Curriculum Director Sochor and Business Administrator Pudelko.
Members Absent:	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: Mrs. Chris Kane Mr. Edward Keith Mr. Melvin McDonald
Executive Session:	Mr. Calvo moved, seconded by Mr. Marino for the Board to convene in Executive Session at 6:15 p.m. The motion was approved unanimously.
Public Session:	Mr. Pudelko reconvened the Glassboro Board of Education at 6:25 p.m.
Adoption of Robert's Rules of Order as Official Basis for Conduct of Meetings:	Mr. Calvo moved, seconded by Mrs. Jones 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:	Mrs. Kane moved, seconded by Mrs. Jones that the Board adopt all Board policies presently in effect for the 2012-2013 School Year. The motion was approved unanimously.
Adoption of Job Descriptions Presently in Effect:	Mrs. Jones moved, seconded by Mr. Calvo that the Board adopt all Job Descriptions presently in effect for the 2012-2013

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School Year.

The motion was approved by unanimous roll call vote.

Election of Officers

Appointments and Designations:

Open the floor for
Nominations for President:

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

The motion was approved by unanimous roll call vote.

President:

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

The motion was approved by unanimous roll call vote.

Vice President:

Mr. Marino nominated Mrs. Chris Kane as Vice President of the Board of Education.

Mrs. Jones nominated Ms. Elizabeth Volz as Vice President of the Board of Education.

A written vote was taken:

For Mrs. Kane – Mr. Calvo, Mrs. Kane, Mr. Keith, Mrs. Longley, Mr. Marino Mr. McDonald

For Ms. Volz – Mrs. Jones

The motion was approved for Mrs. Kane as Vice President.

Close the floor for
Nominations for Vice President:

Mr. Calvo moved, seconded by Mr. Marino that the floor be closed for Nominations for Vice President of the Board of Education.

The motion was approved by unanimous roll call vote.

Code of Ethics

President Calvo read the Code of Ethics.

Mrs. Longley moved, seconded by Mr. Keith that the Board approve the Code of Ethics for the 2012-2013 school year.

The motion was approved by unanimous roll call vote.

Treasurer of School Monies:

Mr. Calvo moved, seconded by Mr. Keith that the Resolution to appoint Karyn Paccione as Treasurer of School Monies for the 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 2012-2013 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 Advertisement:

Mr. Calvo moved, seconded by Mrs. Kane that the Resolution designating The Gloucester County Times, The Philadelphia Inquirer and The Camden Courier Post as newspapers for legal advertisement, for the 2012-2013 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 2012-2013 School Year be adopted.
The motion was approved by unanimous roll call vote.
A copy of the Resolution is attached (R:15).

School Architect:

Mr. Calvo moved, seconded by Mrs. Kane that the Resolution appointing Faridy Veisz Hopkins Duthie as School Architect for the 2012-2013 School Year be adopted.
The motion was approved by unanimous roll call vote.
A copy of the Resolution is attached (R:16).

School Board Auditor:

Mr. Calvo moved, seconded by Mrs. Kane that the Resolution

to appoint Nick L. Petroni as School Board Auditor for the 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

A copy of the Resolution is attached (R:17).

Worker Compensation:

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 Worker Compensation Counsel for the 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

Professional Health Care Services:

Mr. Calvo moved, seconded by Mrs. Jones that the Resolution to appoint The Underwood Memorial Hospital Family Health Center of Glassboro as School Physician and Health Care Services for the 2011-2012 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

Athletic Physicians:

Mr. Calvo moved, seconded by Mrs. Kane that the Resolution to appoint Underwood Family Practice Center of Glassboro as Athletic Physicians for the 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

Insurance Broker:

Mr. Calvo moved, seconded by Mrs. Kane that the Resolution and contract to appoint Brown & Brown of NJ, Inc. as Insurance Broker for the 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

Health Benefits Broker:

Mr. Calvo moved, seconded by Mrs. Kane that the Resolution to appoint Brown & Brown of NJ, Inc. and David Kalapos, of Integrated Financial Strategies, Inc., Co-Brokers, for the 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

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 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

Tax Sheltered Annuity Companies:

Mr. Calvo moved, seconded by Mrs. Kane that the following companies be approved as Tax Sheltered Annuity Companies for the 2012-2013 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 By Laws, Policy and Regulations Manuals for the 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

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 2012-2013 School Year be adopted.

The motion was approved by unanimous roll call vote.

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

Appointment of Gloucester County
School Boards Association
Representatives:

Mr. Calvo moved, seconded by Mrs. Kane that the Board approve the appointment of Chris Kane as Gloucester County School Boards Association Representative for the 2012-2013 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 2012-2013 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 2012-2013 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 Edward Keith as Urban Boards Representative for the 2012-2013 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 Susette Jones as Gloucester County Professional Development Representative for the 2012-2013 School Year.

The motion was approved by unanimous roll call vote.

Designation of Authorized
Representatives for State and
Federal Projects:

Mrs. Jones 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.

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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,
2012-2013:

Mr. Calvo moved, seconded by Mrs. Jones that the Board
approve all State Contracted Vendors for the 2012-2013 School
Year.
The motion was approved by unanimous roll call vote.

Adoption of Calendar for
Regular Business Meetings:

Mr. Calvo moved, seconded by Mrs. Jones that the Board adopt
the Calendar for Regular Business Meetings for the 2012-2013
School Year (R:26).
The motion was approved by unanimous roll call vote.

Re-Adoption of Mission and
Vision Statement of the
Glassboro School District,
2012-2013:

Mr. Calvo moved, seconded by Mrs. Jones that the Board re-
adopt the Mission and Vision Statement of the Glassboro
School District for the 2012-2013 School Year.
The motion was approved by unanimous roll call vote.

Approval of Business Office
Schedules/Rates,
2012-2013:

Mr. Calvo moved, seconded by Mrs. Jones that the Board
approve the following Business Office Schedules/Rates for the
2012-2013 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,
2012-2013:

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 2012-2013 School Year.
The motion was approved by unanimous roll call vote.

Mileage Reimbursement,
2012-2013:

Mr. Calvo moved, seconded by Mrs. Jones 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
Chris Kane, Chair
Elizabeth Volz
Susette Jones

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Administration

June Longley, Chair
Edward Keith
Ben Stephens

Operations

Anthony Marino, Chair
Melvin McDonald
Chris Kane

Adjournment:

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

Respectfully submitted,

Walter S. Pudelko
Business Administrator/
Board Secretary