



**GIBBSBORO ELEMENTARY SCHOOL DISTRICT
Reorganization Meeting of the Board of Education**

MINUTES

**May 10, 2011
6:30 p.m.**

"Together Everyone Achieves More"

Meeting Location:
Media Center
Gibbsboro School
37 Kirkwood Road
Gibbsboro, NJ 08026

MEETING OPENED: Public Session

Meeting Called to order: Mrs. Harrington opened the meeting at 6:30 pm.

Statement of Open Meeting Compliance

In accordance with the New Jersey Open Public Meetings Act, annual notice of time, date, and location of this meeting was delivered to the Courier Post and Record Breeze, and posted at the municipal building of the Borough of Gibbsboro, and on the official school bulletin board.

Flag Salute

Everyone participated in the Pledge of Allegiance

Secretary Pro Tem

Motion made by Mr. Kolojejchick, seconded by Mrs. Miller and approved by roll call vote to appoint Marilyn Harrington as the secretary pro tem for the purpose of recording the minutes and executive documents approved by the Board of Education.

Election Results

3 Year Term

1. Lorraine Balut	208
2. Kathleen Campbell	205
3. Ellie Falcone	202

	<u>Proposal #1</u>	<u>Yes</u>	<u>No</u>
General Fund	\$2,480, 161	174	102

Oaths of Office
Roll Call

Mrs. Balut, Mrs. Campbell and Mrs. Falcone were sworn in by Mr. Sahli.

Dan Norbury	2012	6:40
Leonard Kolojejchick	2012	
Dorothy Warner	2012	n/a
Joyce Miller	2013	
Peggy Mason	2013	
Maggie Moy	2013	n/a
Lorraine Balut	2014	
Kathleen Campbell	2014	
Ellie Falcone	2014	
Mr. Trongone		
Mr. Sahli		
Mrs. Harrington		

Nomination for President:

Motion made by Mr. Kolojejchick, seconded by Mrs. Mason and approved unanimously by roll call vote to nominate Mrs. Miller as President:

Motion made by Mr. Kolojejchick, seconded by Mrs. Falcone and approved unanimously by roll call vote to close nominations for President.

Mrs. Miller assumes chair

Nomination for Vice President:

Motion made by Mr. Kolojejchick, seconded by Mrs. Mason and approved unanimously by roll call vote to nominate Mrs. Balut as Vice President:

Motion made by Mr. Kolojejchick, seconded by Mrs. Mason and approved unanimously by roll call vote to close nominations for Vice President.

L. Appointment of Board Secretary and Custodian of Records (OPRA):

Motion made by Mr. Kolojejchick, seconded by Mrs. Mason and approved unanimously by roll call vote to approve L through EE:

Approve to appoint Mr. Frank Domin as Board Secretary and Custodian of Records for the 2011-2012 school year.

M. Appointment of Affirmative Action Officer:

Approve to appoint Mr. Brett Thorp of the Gibbsboro School District as the Affirmative Action Officer for the 2011-2012 school year.

N. Appointment of Right

To Know Officer: Approve to appoint Mrs. Lois Leonberg of the Gibbsboro School District as the Right to Know Officer for the 2011-2012 school year.

O. Appointment of Attendance Officer:

Approve to appoint Mrs. Carol DiDonato as the Attendance Officer for the 2011-2012 school year.

P. Appointment of Integrated Pest Management Coordinator:

Approve to appoint Mr. Brett Thorp as the Integrated Pest Management Coordinator for the 2011-2012 school year.

Q. Appointments until reorganization in 2012:

Approve the following professional services:

- | | | |
|---------------------------|---------------------|-----------|
| 1. Business Administrator | Mr. Frank Domin | \$12,623 |
| 2. Solicitor | Ronald W. Sahli | \$85/hr |
| 3. Medical Officer | Dr. William Sharrar | |
| CST | | \$100/hr. |
| Sports/Regular physicals | | \$150/hr. |

4. Treasurer	Beth Ann Coleman	\$1,691
5. Auditor	Holman & Frenia, P.C.	\$12,200
6. Insurance Broker	Leonard O'Neill	
7. Dentist	Eric Forte, DMD	

R. Depository:

Approve the following depositories for the 2011-2012 school year.

- i. Columbia Bank
- ii. New Jersey Cash Management
- iii. Any other depository more beneficial to the district

S. Tax Shelter Annuity Company's/Brokers

Approve the following Tax Shelter Annuity Company's/Brokers for the 2011-2012 school year.

- i. AXA Equitable
- ii. Vanguard
- iii. Lincoln Financial
- vii. Any other Tax Shelter Annuity Company's/Brokers more beneficial to the district.

T. Annual Tuition Rates for the 2011-2012 school year.

Approve the following tuition rates for the 2011-2012 school year:

School Year

- i. Half Day Preschool \$6,000
- ii. Full Day MD \$12,500
- iii. Grades K-8 \$11,500
- iv. Resource Center \$12,000

Extended School Year (ESY)

- i. Teacher \$2,730
- ii. Aide \$ 910
- iii. Speech \$ 650
- Total \$4,290

U. Travel Limitations for the 2011-2012 school year.

Approve the motion to establish travel limitations as set forth in district policy and with P.L. 2007 c. 53 for the 2011-2012 school year.

V. Authorization to Award Contracts for the 2011-2012 school year.

Approve to authorize the business administrator as the certified purchasing agent to award contracts in accordance with NJ Statutes for the 2011-2012 school year, to set the quote threshold at 15% of the bid threshold, and to approve procurement of goods and services through state agencies (state contract).

W. Authorization to Sign Warrants (Checks) for the 2011-2012 school year.

Motion to authorize the following personnel to sign checks for the 2011-2012 school year.

- | | |
|------|-------------------------------------|
| i. | President of the Board of Education |
| ii. | Superintendent |
| iii. | Business Administrator |
| iv. | Administrative Secretary |
| v. | Treasurer |

X. Authorization of Payment of Bills between BOE Meetings for the 2011-2012 school year.

Approve the authorization for the payment of bills between Board of Education Meetings for the 2011-2012 school year.

Y. Authorization to Establish Petty Cash Funds for the 2011-2012 school year.

Approve the establishment of petty cash funds in the amount not to exceed \$250 for the 2011-2012 school year.

Z. Approval of Parliamentary Procedure for the 2011-2012 school year.

Approve the motion to adopt parliamentary procedure as described by Robert's Rules of Order to govern the order of business of the Board of Education for the 2011-2012 school year.

AA. Establishment of Meeting Dates:

Approve the meeting dates of Board – Second Tuesday of each month at 7:00 pm and accept meeting schedule attached.

BB. Adopt the following resolution:

(Required under the Sunshine Law)

WHEREAS, the "Open Public Meetings Act" requires that advance written notice of all meetings of the Board of Education be posted in one public place designated by the Board and mailed, telephoned, telegrammed, faxed or hand delivered to two newspapers designated by resolution, and mailed to all persons requesting a copy of same upon payment of an established fee.

NOW THEREFORE, Be It Resolved by the Board of Education of the Borough of Gibbsboro as follows:

1. All advance written notices of Board meetings shall be posted by the Board Secretary on the bulletin board located in the Gibbsboro School.

2. All advance written notices of Board meetings shall be given to the following two newspapers:

The Record Breeze

The Courier Post Newspaper

3. All advance written notices of Board meetings and any change throughout the year shall be mailed to all persons requesting a copy of same after payment by such persons of a fee of \$15.00. News media shall be exempt from such fee.
4. The schedule of regular official Board meetings and regular Board work sessions for the period from and after this reorganization meeting until the reorganization meeting April 2012 shall be in accordance with the list annexed hereto, designating the dates, times, and places of such meetings.

CC. Adopt prior rules and regulations of the Board including school programs and curriculum as follows:

1. Existing Board Policy Manual, Bylaws and Regulations
2. Art, Computer, Family Life, Life Skills, Physical Education, Language Arts, Library, Mathematics, Music, Science, Social Studies, Health, Guidance Services, Child Study Team Services, and all other programs and curriculum now presently in force.
3. All textbook series currently in use and previously approved library books

DD. Approve the official school website at www.GibbsboroSchool.org

EE. Approve attached resolution for the Educational Services Commission.

FF. Approve the following representatives to the Camden County Educational Services Commission.

Motion made by Mrs. Warner, seconded by Mr. Norbury and approved unanimously by roll call vote to approve the following representatives for Camden County Ed. Services Commission.

Joyce Miller- Representative

Lorraine Balut-Alternate

GG. Approve the following representatives to the following Boards:

1. New Jersey School Boards – Kathy Campbell- representative
Dottie Warner- alternate
2. Camden County School Boards – Peggy Mason-representative
3. Municipal Alliance – Susan Backal

HH. Code of Ethics:

Motion made by Mr. Kolojejchick, seconded by Mrs. Campbell and unanimously approved by roll call vote to approve the Code of Ethics as attached. The Board discussed the code prior to approval.

II. Camden County Elementary League.

Motion made by Mrs. Campbell, seconded by Mr. Kolojejchick and unanimously approved by roll call vote to approve the membership resolution in the Camden County Elementary League for interscholastic sporting activities.

JJ. District Organizational Chart.

Motion made by Mrs. Mason, seconded by Mrs. Campbell and unanimously approved by roll call vote to approve the Gibbsboro Board of Education's organizational chart as attached.

KK. Adjourn

Motion made by Mr. Norbury, seconded by Mrs. Falcone and unanimously approved by roll call vote to adjourn the meeting at 6:45 pm.

Next Meeting: May 10, 2011 Regular Meeting
Location: Media Center
7:00 pm

Respectfully submitted,
Frank Domin
Business Administrator