

**GARWOOD BOARD OF EDUCATION  
GARWOOD, NEW JERSEY  
ORGANIZATION MEETING AGENDA  
JANUARY 3, 2019**

**I. CALL TO ORDER:**

The meeting was called to order at 7:00 p.m. by the SBA/BS in the all-purpose room of the Lincoln School.

**PLEASE TURN OFF CELL PHONES**

Adequate notice of this meeting has been provided to the Westfield Leader, the official newspaper of the Garwood Board of Education. The News Tribune, Courier Home News, Westfield Leader, Star Ledger and Suburban News and are approved for use for legal notices. Notice of this meeting was sent to the Borough Clerk, and a copy of this meeting notice is posted on the front door of Lincoln School.

**II. FLAG SALUTE:**

**III. Garwood Board of Education**

On Tuesday, November 6, 2018, the Garwood Board of Education held its annual school election. The results of the election are as follows:

| <b>3 Candidates for 3 Seats (3-year term)</b> | <b>Number of Votes</b> |
|---|------------------------|
| Denise Ridente                                | 657                    |
| Ralph Trentacosta                             | 613                    |
| Maureen Scepkowski                            | 554                    |

Based on these results, the new Board will be constituted as follows:

|                     | Term Expires |
|---------------------|--------------|
| Susan Groning       | 2019         |
| Salvatore Piarulli  | 2019         |
| Tina Simitz         | 2019         |
| Christine Guerriero | 2020         |
| Linda Koenig        | 2020         |
| Albert DelConte     | 2020         |
| Denise Ridente      | 2021         |
| Maureen Scepkowski  | 2021         |
| Ralph Trentacosta   | 2021         |

**Install Members Elected to School Board**

Mrs. LeBrun administers the oaths of office and sits newly elected members.

**IV. Appoint Temporary Chairperson**

- 1. Move to approve Board Secretary, Debra LeBrun, as Temporary Chairman of this meeting for the purpose of conducting the election of School Board President.

**ROLL CALL:**

|                       |                     |                        |
|-----------------------|---------------------|------------------------|
| ___ Mr. A. DelConte   | ___ Ms. L. Koenig   | ___ Mrs. M. Scepkowski |
| ___ Mrs. S. Groning   | ___ Mr. S. Piaulli  | ___ Mrs. T. Simitz     |
| ___ Miss C. Guerriero | ___ Mrs. D. Ridente | ___ Mr. R. Trentacosta |

**V. Election of Officer**

A. President

Call for nominations:

|       |                    |
|-------|--------------------|
| _____ | nominated by _____ |
| _____ | nominated by _____ |

Close nominations:

**ROLL CALL:**

|                       |                     |                        |
|-----------------------|---------------------|------------------------|
| ___ Mr. A. DelConte   | ___ Ms. L. Koenig   | ___ Mrs. M. Scepkowski |
| ___ Mrs. S. Groning   | ___ Mr. S. Piaulli  | ___ Mrs. T. Simitz     |
| ___ Miss C. Guerriero | ___ Mrs. D. Ridente | ___ Mr. R. Trentacosta |

B. Newly Elected President Assumes Chair

C. Vice President

Call for nominations:

|       |                    |
|-------|--------------------|
| _____ | nominated by _____ |
| _____ | nominated by _____ |

Close nominations:

**ROLL CALL:**

|                       |                     |                        |
|-----------------------|---------------------|------------------------|
| ___ Mr. A. DelConte   | ___ Ms. L. Koenig   | ___ Mrs. M. Scepkowski |
| ___ Mrs. S. Groning   | ___ Mr. S. Piaulli  | ___ Mrs. T. Simitz     |
| ___ Miss C. Guerriero | ___ Mrs. D. Ridente | ___ Mr. R. Trentacosta |

**VI. Motion to Designate the Following**

- 1. Be it resolved that the GBOE will use the all-purpose room of the Lincoln School as its meeting place. Regular meetings will be held on the third Tuesday of the month at 7:00 p.m. (unless otherwise noted) and will convene to an Executive Session followed by a regular meeting. All meetings will be conducted pursuant to and in accordance with

the New Jersey Open Public Meetings Law. Be it further resolved that the following dates be established by the GBOE for its regular meetings:

|                   |                    |
|-------------------|--------------------|
| January 15, 2019  | June 25, 2019      |
| February 19, 2019 | August 13, 2019    |
| March 19, 2019    | September 17, 2019 |
| April 30, 2019    | October 15, 2019   |
| May 21, 2019      | November 19, 2019  |
| June 11, 2019     | December 17, 2019  |

2. Be it resolved that the Westfield Leader be designated the official newspaper of the Garwood Board of Education for the 2018-2019 school year. Be it further resolved that the following newspapers be approved for use for legal notices by the Garwood Board of Education: Courier Home News, News Tribune, Star-Ledger, Suburban News and Westfield Leader.
3. Be it resolved that the GBOE uses Investors Savings Bank, as the depository for the following accounts: Operating Checking, Payroll Checking, Payroll Agency Checking, Unemployment Checking, General School Fund Checking, Athletic Fund Checking. Be it further resolved that the GBOE uses the State of New Jersey Cash Management fund for investments. Be it further resolved that warrants on these accounts are to bear the signatures of the Board President, Business Administrator or designee, and the Treasurer of School Moneys. The General School Fund and Athletic Fund shall require the signature of two (2) of the following individuals: Superintendent of Schools, Principal, Business Administrator.

**ROLL CALL:**

|                       |                     |                        |
|-----------------------|---------------------|------------------------|
| ___ Mr. A. DelConte   | ___ Ms. L. Koenig   | ___ Mrs. M. Scepkowski |
| ___ Mrs. S. Groning   | ___ Mr. S. Piaulli  | ___ Mrs. T. Simitz     |
| ___ Miss C. Guerriero | ___ Mrs. D. Ridente | ___ Mr. R. Trentacosta |

**VII. Approval of the Following Appointments**

- Affirmative Action Officer – Teresa Quigley
- 504 Coordinator – Teresa Quigley
- Homeless Liaison – Teresa Quigley
- Asbestos Management Officer – Tom Spera
- Integrated Pest Management Coordinator – Tom Spera
- Safety and Health Designee – Tom Spera
- Chemical Hygiene Officer – Tom Spera
- Indoor Air Quality Designee – Tom Spera
- Right to Know Officer – Tom Spera
- Purchasing Agent – Debra LeBrun
- Custodian of Records – Debra LeBrun
- Public Agency Compliance Officer – Debra LeBrun
- Custodian of Records – Debra LeBrun
- Official for Investments and Wires – Debra LeBrun
- Designates Tax Shelter Annuity Companies – Debra LeBrun
- Approves Chart of Accounts – Debra LeBrun
- Authorizes the Use of State Contracts – Debra LeBrun
- Anti-Bullying Coordinator – Mary Emmons

**ROLL CALL:**

\_\_\_\_\_ **Mr. A. DelConte**            \_\_\_\_\_ **Ms. L. Koenig**            \_\_\_\_\_ **Mrs. M. Scepkowski**  
 \_\_\_\_\_ **Mrs. S. Groning**            \_\_\_\_\_ **Mr. S. Piaulli**            \_\_\_\_\_ **Mrs. T. Simitz**  
 \_\_\_\_\_ **Miss C. Guerriero**            \_\_\_\_\_ **Mrs. D. Ridente**            \_\_\_\_\_ **Mr. R. Trentacosta**

**VIII. Policies, Rules and Agreements**

1. Move to adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary to act as the parliamentarian for the 2018-2019 school year.
2. Move to approve in accordance with N.J.S.A. 18A:11-1, Note 3, the adoption of the present Board Policy Manual, rules, and agreements of the current Board.
3. Move to approve the following five-year policy review plan:

Five-Year Plan for Policies

| <b>Board Year</b> | <b>Series/Title</b>  |
|-------------------|--|
| 2019              | 3000 – Business and Non-instructional Operations<br>4000 – Instructional and Support Personnel |
| 2020              | 5000 – Pupils  |
| 2021              | 6000 – Instruction   |
| 2022              | 1000 – Community Relations<br>7000 – Construction, Remodeling and Renovation                   |
| 2023              | 2000 – Educational Administration<br>9000 – Bylaws of the Board                                |

4. Move to adopt Code of Ethics for School Board Members 18A:12-24.1, Policy No. 9271.
5. Move to adopt the curriculum and textbooks approved by the prior Board (Attachment).

**ROLL CALL:**

\_\_\_\_\_ **Mr. A. DelConte**            \_\_\_\_\_ **Ms. L. Koenig**            \_\_\_\_\_ **Mrs. M. Scepkowski**  
 \_\_\_\_\_ **Mrs. S. Groning**            \_\_\_\_\_ **Mr. S. Piaulli**            \_\_\_\_\_ **Mrs. T. Simitz**  
 \_\_\_\_\_ **Miss C. Guerriero**            \_\_\_\_\_ **Mrs. D. Ridente**            \_\_\_\_\_ **Mr. R. Trentacosta**

**IX. Professional Services for 2018-2019**

1. Move to appoint the firm Scarinci Hollenbeck as Board Attorney for the Garwood Board of Education.
2. Move to appoint the firm of Suplee, Clooney & Co., Westfield, N.J. Certified Public Accountants.

- 3. Move to approve Solutions Architecture LLC as Architect of Record for the Garwood Public Schools.
- 4. Move to approve the appointment of Raymond Krov as Treasurer of School Monies.

**ROLL CALL:**

|                       |                     |                        |
|-----------------------|---------------------|------------------------|
| ___ Mr. A. DelConte   | ___ Ms. L. Koenig   | ___ Mrs. M. Scepkowski |
| ___ Mrs. S. Groning   | ___ Mr. S. Piaulli  | ___ Mrs. T. Simitz     |
| ___ Miss C. Guerriero | ___ Mrs. D. Ridente | ___ Mr. R. Trentacosta |

**X. Approval of the Following Board Representatives**

- A. Union County Educational Services Commission Board \_\_\_\_\_
- B. Union County Educational Services Commission Board Alternate \_\_\_\_\_
- C. Clark Board of Education \_\_\_\_\_
- D. N.J. School Boards Association Delegate \_\_\_\_\_
- E. N.J. School Boards Association Alternate \_\_\_\_\_
- F. County School Boards Association Delegate \_\_\_\_\_
- G. County School Boards Association Delegate Alternate \_\_\_\_\_

**ROLL CALL:**

|                       |                     |                        |
|-----------------------|---------------------|------------------------|
| ___ Mr. A. DelConte   | ___ Ms. L. Koenig   | ___ Mrs. M. Scepkowski |
| ___ Mrs. S. Groning   | ___ Mr. S. Piaulli  | ___ Mrs. T. Simitz     |
| ___ Miss C. Guerriero | ___ Mrs. D. Ridente | ___ Mr. R. Trentacosta |

**XI. Additional Appointments**

1. Names of committees and mode of operation will be determined in accordance with the related Board policy.

Present standing committees:

**Education, Policy & Public Relations**

---



---



---

**Building & Grounds/Finance**

---



---



---

**ADJOURNMENT:**

Motion to adjourn made at      p.m.

Moved by:  
 Seconded by:  
 Motion carried:

Legend: E = Excused  
 P = Present  
 M = Moved motion  
 S = Seconded motion  
 Y = Yes Vote  
 N = No Vote  
 AB = Abstain  
 NP = Not present

Respectfully submitted,

---

Debra LeBrun, SBA/BS