

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
FEBRUARY 19, 2019**

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Board President Christine Guerriero 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 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. ROLL CALL:

<u> </u> <u>P</u> <u> </u> Mr. A. DelConte	<u> </u> <u>P</u> <u>**</u> Ms. L. Koenig	<u> </u> <u>P</u> <u> </u> Mrs. M. Scepkowski
<u> </u> <u>P</u> <u> </u> Mrs. S. Groning	<u> </u> <u>P</u> <u> </u> Mr. S. Piarulli	<u> </u> <u>P</u> <u>*</u> <u> </u> Mrs. T. Simitz
<u> </u> <u>P</u> <u> </u> Miss C. Guerriero	<u> </u> <u>P</u> <u> </u> Mrs. D. Ridente	<u> </u> <u>P</u> <u> </u> Mr. R. Trentacosta

*Mrs. Simitz arrived at 7:04

**Ms. Koenig arrived at 7:13

III. OTHERS PRESENT

 P Dr. Teresa Quigley, Superintendent
 P Mrs. Debra LeBrun, SBA/BS
 P Mr. John Geppert, Board Attorney

IV. FLAG SALUTE

V. EXECUTIVE SESSION

Be it resolved that the GBOE conducts a closed, executive session concerning the following topic(s) as permitted by the New Jersey Open Public Meeting Act after which time the Board may or may not return to public session to take action:

<u> </u> <u>X</u> personnel matter, staff	<u> </u> <u> </u> safety and protection of property
<u> </u> <u> </u> personal matter, student	<u> </u> <u>X</u> contract negotiations
<u> </u> <u> </u> litigation	<u> </u> <u>X</u> other permitted by law

Be it further resolved that at such time as it is legally appropriate for the substance of the closed session to be made public that same will be ordered.

Time of vote to enter closed session: 7:03 p.m.

Time returning to public session: 7:40 p.m.

VI. APPROVAL OF MINUTES

Minutes of the December 18, 2018 regular and executive session meetings.

ROLL CALL:

<u>Y</u> Mr. A. DelConte	<u>Y</u> Ms. L. Koenig	<u>AB</u> Mrs. M. Scepkowski
<u>M</u> Mrs. S. Groning	<u>AB</u> Mr. S. Piarulli	<u>S</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>AB</u> Mrs. D. Ridente	<u>AB</u> Mr. R. Trentacosta

Minutes of the January 3, 2019 reorganization meeting.

Minutes of the January 15, 2019 regular and executive session meetings.

ROLL CALL:

<u>S</u> Mr. A. DelConte	<u>Y</u> Ms. L. Koenig	<u>Y</u> Mrs. M. Scepkowski
<u>Y</u> Mrs. S. Groning	<u>Y*</u> Mr. S. Piarulli	<u>M</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>Y</u> Mrs. D. Ridente	<u>Y</u> Mr. R. Trentacosta

*Mr. Piarulli abstained from January 15th minutes

VII. PRESENTATION – Honor Society

VIII. COMMITTEE REPORTS:

Building & Grounds/Finance

- A. DelConte
- S. Groning
- S. Piarulli
- R. Trentacosta

Mrs. Groning reported that the meeting was held on 2/11. Discussed were the Washington School project; New stage stairs; choral risers and spotlights. Began the 2019-2020 budget process.

Education/Policy

- C. Guerriero
- D. Ridente
- M. Scepkowski
- T. Simitz

Mrs. Scepkowski reported that the meeting was held on 2/6. Discussed were sharing information between committees; The 2019-2020 budget; QSAC and curriculums; Student internships from UCVTS; Kindergarten registration and extending kindergarten hours; Staffing; Educator of the Year; Policies; School Calendar.

IX. LIAISON REPORTS:**Clark Board of Education**

T. Simitz, Delegate

Tina Simitz reported. Discussed were ALJ won the distinction of State School of Character and will now apply on the national level. The award is based on 11 principals of character; Parent University Mindfulness 101 was a huge success; The next Parent University, Remembering TJ, will be based on teen suicide and depression and will be held on 3/18; National Honor Society induction will be held at Grand Centurions on 2/6; The school calendar will be approved in March.

Education Foundation of Garwood

M. Scepkowski, Delegate

New Jersey School Board AssociationL. Koenig, Delegate
Alternate: S. Piarulli

No report.

Representative to the Borough Council

A. DelConte, Delegate

Mr. DelConte reported on various meetings. Councilwoman Blumenstock thanked Lincoln School administration, staff and students for helping with MLK Day. The Easter Egg Hunt will be held on 4/6 with 4/7 as a rain date.

Union County Educational Services CommissionL. Koenig, Delegate
Alternates:
C. Guerriero
M. Scepkowski

No report.

Union County School Boards AssociationS. Groning, Delegate
Alternate: M. Scepkowski

Miss Guerriero and Mr. DelConte attended the meeting on 2/13. New officers were elected; CSA evaluations are due on 7/1/19; A representative from the Legislative Advocacy group met with NJ Senators to discuss the impact of laws on education as well as IDEA funding; A representative from the Arts and Education Center presented information on the Center. The Center created and promotes the annual Teen Arts Festivals held by counties. They also provide arts programs to middle school and high school students in Middlesex and Monmouth counties and are hoping to expand into Union county; A presentation was given regarding the School District's Relationship with Law Enforcement during a crisis and dealing with student's rights. The next meeting is 3/13.

X. SUPERINTENDENT'S REPORT

Dr. Quigley reported on EVVRS, September through December. There was one violence and vandalism incident and one HIB incident; Lincoln Links was held for the 100th day of School. Students made crafts with 100 helping hands, 100 words of kindness, 100 reasons we love our school or 100 compliments; 8th grade won first prize, 4th grade won second place and 6th grade won 3rd place prizes for MLK Day donations; 8th grade courthouse trip will be on 3/8; Crystal Spagnuolo was selected as Educator of the Year; Met with Mrs. Emmons and Mayor Lombardo to discuss the Mayor's Wellness Program; Possibility of early dismissal on 2/20 due to impending storm.

Resolved that the Garwood Board of Education accepts the February 2019 Superintendent's report. Moved by: R. Trentacosta Seconded by: T. Simitz Motion carried: All Ayes

*During the course of the board meeting the Garwood Board of Education offers members of the public an opportunity to address issues regarding the operation of the Garwood Public Schools. The Board reminds those individuals who take this opportunity to identify themselves by name and address and to limit their comments to items listed on the agenda and/or items directly related to the operation of the School District. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

XI. HEARING OF CITIZENS

The following is a summary of the Board's understanding of comments made by members of the public. This is not a verbatim transcript.

B. Patterson, 325 Willow Avenue – Asked why Miss. Guerriero was not formally announced as BOE President; How many students received straight As; What happened with the Pay it Forward Club; When will Mr. McDermott be coming back to answer questions regarding audit?

M. Kjetsaa, 350 Hickory Ave – Asked about the Governor's discussion regarding school alarm systems connecting directly to local police departments.

XII. FINANCE COMMITTEE

1. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the attached list of budget transfer for the month of December 2018.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the bills in the amount of \$ 780,596.58.

3. WHEREAS, the Garwood Board of Education, as recommended by the Chief School Administrator, and pursuant to N.J.A.C. (6A:23-2.2), has received the Financial Reports of the Board Secretary and the Treasurer of School Monies for the month of December 2018; and

WHEREAS, said reports are in agreement, and it has been certified by the School Business Administrator/Board Secretary that no major account or fund has been over expended in violation of N.J.A.C. (6A:23-2.12), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED, that the Garwood Board of Education accepts the Financial Reports for the month of December 2018 as submitted and certified.

4. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the donation of \$1,800.00 from the Knights of Columbus.
5. Move to approve, upon the recommendation of the Chief School Administrator and the SBA/BS allocation of the ESEA Grant funding for teacher salaries as follows:

Title I – Nicole Tarantino \$31,454
 Title II – Stephanie Zultanky \$10,482

6. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the contract with New Jersey School Boards Association for Statagic Planning and payment of \$4,000 for services described in the contract.
7. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, that the Corrective Action Plan in response to the recommendations in the Annual Audit and prepared by the Business Administrator, be accepted and direct the implementation of the stated plan.

ROLL CALL:

<u> </u> M Mr. A. DelConte	<u> </u> Y Ms. L. Koenig	<u> </u> Y Mrs. M. Scepkowski
<u> </u> S Mrs. S. Groning	<u> </u> Y Mr. S. Piarulli	<u> </u> Y Mrs. T. Simitz
<u> </u> Y Miss C. Guerriero	<u> </u> Y Mrs. D. Ridente	<u> </u> Y Mr. R. Trentacosta

XIII. BUILDING AND GROUNDS COMMITTEE

1. Move to approve, upon the recommendation of the Chief School Administrator, the Garwood PTA’s request to use the gym for their annual variety show on April 12, 2019. Practice dates will be March 18, 19, 21, 25, 26, 28, and April 1, 2, 4, 8, 9, 10. Overtime custodial fees are to be paid by the PTA.
2. Move to approve, upon the recommendation of the Chief School Administrator, the Clark Soccer Club’s request to use the gym for one hour per week for practice from March 6, 2019 to April 30, 2019.

ROLL CALL:

Y Mr. A. DelConte Y Ms. L. Koenig Y Mrs. M. Scepkowski
Y Mrs. S. Groning M Mr. S. Piarulli Y Mrs. T. Simitz
Y Miss C. Guerriero Y Mrs. D. Ridente S Mr. R. Trentacosta

XIV. EDUCATION COMMITTEE

1. Move to approve, upon the recommendation of the Chief School Administrator, the submission of a waiver to the Union County Executive Superintendent of Schools for participation in the S.E.M.I. (Special Education of Medicaid Initiatives) for the 2019-2020 school year due to student enrollment not meeting the standard criteria of 40 medicaid eligible classified students.
2. Move to approve, upon the recommendation of the Chief School Administrator, the attached 2019-2020 school calendar.
3. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Special Services Department, approval of the following 2018-2019 special education placements:

<u>Student</u>	<u>Estimated Cost</u>	<u>Transportation Required</u>	<u>Cost Includes Trans.</u>
6854981968	\$12,260.04	Yes	No

ROLL CALL:

Y Mr. A. DelConte Y Ms. L. Koenig S Mrs. M. Scepkowski
Y Mrs. S. Groning Y Mr. S. Piarulli M Mrs. T. Simitz
Y Miss C. Guerriero Y Mrs. D. Ridente Y Mr. R. Trentacosta

XV. POLICY COMMITTEE

1. Move to approve, upon the recommendation of the Chief School Administrator, the first reading of the following:

Policy 3240	Preschool Tuition Income
Policy 3250	Income From Fees, Fines, Charges
Policy 3260/3270	Sale and Disposal of Books, Equipment and Supplies/ Sale, Licensing and Rental of Property
Policy 3280	Gifts, Grants and Bequests
Policy 5113	Attendance, Absences, and Excuses
Policy 5114	Suspension and Expulsion
Policy 5131	Conduct/Discipline
Policy 5131.6	Drugs, Alcohol, Steroids, Tobacco

2. Move to approve, upon the recommendation of the Chief School Administrator, the second reading of the following:

Policy 3000/3010	Concepts and Roles in Business and Non-Instructional Operations; Goals and Objectives
Policy 3100	Budget Planning, Preparation and Adoption
Policy 3160	Transfer of Funds between Line Items/Amendments/Purchases Not Budgeted
Policy 3220/3230	State Funds;Federal Funds

ROLL CALL:

<u> </u> S <u> </u> Mr. A. DelConte	<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> M <u> </u> Mrs. M. Scepkowski
<u> </u> Y <u> </u> Mrs. S. Groning	<u> </u> Y <u> </u> Mr. S. Piarulli	<u> </u> Y <u> </u> Mrs. T. Simitz
<u> </u> Y <u> </u> Miss C. Guerriero	<u> </u> Y <u> </u> Mrs. D. Ridente	<u> </u> Y <u> </u> Mr. R. Trentacosta

XVI. COMMITTEE OF THE WHOLE

1. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Cristina Domingues effective March 1, 2019.
2. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Joanne Bussetti effective March 8, 2019.
3. Move to approve, upon recommendation of the Chief School Administrator, in Cooperation with the Lincoln School Principal, the appointment of Danielle Libutti as a full-time paraprofessional with benefits for the remainder of the 2018-2019 school year.
4. Move to approve, upon recommendation of the Chief School Administrator, in Cooperation with the Lincoln School Principal, the appointment of the following as a part-time paraprofessionals without benefits not to exceed 25 hours per week for the remainder of the 2018-2019 school year:

A. Jacqueline Grogan	B. Laura Knutson
----------------------	------------------
5. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal the appointment of the following as substitute personnel for the remainder of the 2018-2019 school year pending a satisfactory criminal history background check and mantoux results:

A. Samantha Brown – Teacher and Paraprofessional
B. Krystal Zawoysky – Paraprofessional
C. Sarah Law – Paraprofessional
D. Ian Sharkey - Paraprofessional

6. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Tamara Benc to mentor Kathryn Bree for the 2018-2019 school year in accordance with the negotiated teachers' contract.
7. Move to approve, upon the recommendation of the Chief School Administrator, moving Crystal Spagnuolo from BA+15 to MA on the teachers' salary guide effective February 28, 2019.
8. Move to approve, upon the recommendation of the Chief School Administrator, the following field trips for the 2018-2019 school year at no cost to the board:

- 1st Grade – Turtle Back Zoo
- 2nd Grade – NJ Sea Grant Consortium
- 3rd Grade – Liberty Hall Museum
- 5th Grade – Liberty Science Center
- 6th Grade – Somerset County Environmental Education Center

9. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the 8th grade field trip to Gettysburg from May 30-31, 2019.
10. Move to approve, upon the recommendation of the Chief School Administrator, the Following D.A.R.E. Saturday evening supplemental field trip with parents responsible for transporting their own children to and from the event:

Grade 5 pupils to Cranford Indoor Pool on February 8, 2019 from 7:00 p.m. to 9:00 p.m. Certified staff supervision will be provided by Mrs. DelConte.

11. Move to approve upon the recommendation of the Chief School Administrator, the following field trips for the 2018-2019 school year at no cost to the board.

8th grade class – Elizabeth Union County Courthouse – March 8, 2019
Certified staff supervision will be provided by Kathryn Bree and Sarina Drummond.

Select Choir/Band/Advanced Art – Teen Arts Festival, Union County College – March 15, 2019. Certified staff supervision will be provided by Armando Gonzalez and Rebecca Planer.

12. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of the following to the extra-curricular position for the 2018 - 2019 school year as per the negotiated agreement. Clubs must have a minimum of 15 participants and a maximum of 20 participants:

- Performing Arts – Heather Linken
- Back Stage Crew Club – Carol DelConte

- 13. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the following curriculums:

Visual and Performing Arts

- 14. Move to approve, upon recommendation of the Chief School Administrator, the following staff to attend the 2019 Mandatory District Test Coordinator and District Technology Coordinator Training at the following cost: transportation to be reimbursed at .31 cents per mile. There is no registration fee.

- A. Luis Castillo – February 20, 2019
- B. Gina Petrozelli – February 25, 2019

- 15. Move to approve, upon the recommendation of the Chief School Administrator, the agreement between Union County College and the GBOE to accept UCC students enrolled in the Fieldwork in Education course from February 20, 2019 – May 17, 2019.

- 16. Move to approve, upon recommendation of the Chief School Administrator and the Lincoln School Principal the following individual as a high school intern from UCVTS from March through June 2019, pending a satisfactory criminal history background check and mantoux results:

Emily Groning – Matthew Burke (Supervising Teacher)

ROLL CALL:

<u>Y</u> * Mr. A. DelConte	<u>Y</u> Ms. L. Koenig	<u>Y</u> Mrs. M. Scepkowski
<u>Y</u> ** Mrs. S. Groning	<u>Y</u> Mr. S. Piarulli	<u>S</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>Y</u> Mrs. D. Ridente	<u>M</u> Mr. R. Trentacosta

*Mr. DelConte abstained from items 8, 10 and 12
 **Mrs. Groning abstained from item 16

XVII. OLD BUSINESS

T. Simitz stated that she is happy that the district has a Facebook page. Ms. Thorton’s final report will be presented on 3/4 at 7:00 p.m.

XVIII. NEW BUSINESS

L. Koenig gave an overview of Fairview Cemetery and suggested it may be a good place for a Black History Month field trip.

T. Simitz suggested the Garwood BOE donate a basket to the EFG Educator of the Year dinner.

A joint committee between the Garwood BOE and Garwood Borough Council will have its first meeting on 3/19 at 6:00 p.m. C. Guerriero requested that interested board members contact her and she will select the member to serve on the joint committee.

C.Guerriero presented “13 Things School Board Members Wish People Knew About Them” from NJSBA School Leader.

XIX. ADJOURNMENT

Motion to adjourn made at 9:02 p.m.

Moved by: L. Koenig
Seconded by: R. Trentacosta
Motion carried: All Ayes

Legend: P = Present
 M = Moved motion
 S = Seconded motion
 Y = Yes Vote
 N = No Vote
 AB = Abstain

Respectfully submitted,

Debra LeBrun, SBA/BS