

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
SEPTEMBER 18, 2018**

I. CALL TO ORDER

The meeting was called to order at 7:02 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> P <u> </u> Mr. A. DelConte	<u> </u> P <u> </u> Ms. L. Koenig	<u> </u> NP <u> </u> Ms. T. Roland
<u> </u> P <u> </u> Mrs. S. Groning	<u> </u> P <u> </u> Mrs. A. Langston	<u> </u> P <u> </u> Mrs. T. Simitz
<u> </u> P <u> </u> Dr. M. Kjetsaa	<u> </u> P* <u> </u> Mr. S. Piarulli	<u> </u> P <u> </u> Miss C. Guerriero

*Mr. Piarulli arrived at 7:06 p.m. during Executive Session

III. OTHERS PRESENT

<u> </u> P <u> </u> Dr. Teresa Quigley, Superintendent
<u> </u> NP <u> </u> Mrs. Debra LeBrun, SBA/BS
<u> </u> P* <u> </u> Mr. John Geppert, Board Attorney
<u> </u> P <u> </u> Mrs. Maria Cortese

*Mr. Geppert arrives at 7:15 p.m. during Executive Session

IV. 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> X <u> </u> personnel matter, staff	<u> </u> <u> </u> safety and protection of property
<u> </u> <u> </u> personal matter, student	<u> </u> <u> </u> contract negotiations
<u> </u> <u> </u> litigation	<u> </u> X <u> </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: 7:07 p.m.

Time returning to public session: 7:34 p.m.

V. FLAG SALUTE

VI. APPROVAL OF MINUTES

Minutes of the August 14, 2018 regular meeting – As Amended
Minutes of the August 14, 2018 executive session meeting

ROLL CALL:

<u>Y</u> Mr. A. DelConte	<u>Y</u> Ms. L. Koenig	<u>NP</u> Ms. T. Roland
<u>S</u> Mrs. S. Groning	<u>Y</u> Mrs. A. Langston	<u>Y</u> Mrs. T. Simitz
<u>M</u> Dr. M. Kjetsaa	<u>Y</u> Mr. S. Piarulli	<u>Y</u> Miss C. Guerriero

VII. COMMITTEE REPORTS: No Committee Reports

Policy C. Guerriero, Chairperson

Building & Grounds/Finance S. Groning, Chairperson
A. DelConte
T. Roland
S. Piarulli

Education T. Simitz, Chairperson
C. Guerriero
M. Kjetsaa
A. Langston

VIII. LIAISON REPORTS:

Clark Board of Education C. Guerriero, Delegate

A new district wide psychologist was appointed; A new junior class advisor was appointed; Several job descriptions were approved; Policies and Regulations were approved; Architects were approved to submit plans and paperwork to the DOE for security upgrades to all schools; ALJ Back to School night is 9/25; The ALJ fall play is “One Flew Over the Cuckoo’s Nest” the weekend of 11/14; The next meeting is 10/1 at 7:00 p.m. in the Municipal Chambers.

Education Foundation of Garwood

T. Roland, Delegate

The first meeting will be held on 9/27.

Representative to the Borough Council

A. DelConte

Mr. DelConte reported on various items discussed at the 8/28 and 9/11 meetings. The first ever Garwood Police Youth Academy was a huge success; A regular street sweeping schedule was established; Lion’s Club senior citizen picnic on 9/8; Georgiana Gurrieri Memorial Park rededication is on 9/29; Council agreed to submit a Municipal Aid application for repaving; Drive up mailboxes at the post office have been changed for security purposes.

Union County Educational Services Commission

L. Koenig, Delegate
Alternates:
C. Guerriero/A. Langston/
M. Kjetsaa

Ms. Koenig reported that the meeting was held on 9/5. Eric Larson is the new Business Administrator; \$4,100 was received from the Cranford Jaycees to help train students ages 18-21. The next meeting is 10/3.

Union County School Boards Association

T. Simitz, Delegate
Alternate: A. Langston

The first meeting is on 10/17 at the Westwood.
NJSBA Delegate Assembly Workshop will be held 10/22-10/25/2018.

IX. SUPERINTENDENT’S REPORT

Dr. Quigley spoke about the tree that was taken down at Washington School; Teachers had a full day professional development workshop on 9/5 on reading intervention strategies. Mrs. Florio commented that the workshop was very informative; Dr. Quigley is grateful to have an air conditioned building, unlike other schools who had to close early the first few days of school due to heat; The GBOE in conjunction with School Boards will develop a Strategic Plan. The first meeting is 9/24; New school security features are in place including new cameras, locked doors and all students being dismissed from Third Avenue; Back to School night was last Thursday 9/13. Changes made to the middle school program were well received overall; 8th grade car wash is Saturday, 9/22; Near Space Club will launch another weather balloon; Testing report will be discussed in October.

Resolved that the Garwood Board of Education accepts the September 2018 Superintendent’s report. Moved by: S. Groning Seconded by: S. Piarulli 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.

X. 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.

Erin Cruz – Is very happy with the new security measures and the police officers on the sidewalks; Asked about Strategic Planning; Is the school keeping track of the middle school students who are using quiet time at lunch; Suggested spacing out elementary and middle school presentations for Back to School Night.

Joseph Maselli – Thinks the advisory program is a good idea; Asked about 4th grade math assessments.

Maureen Scepkowski – Asked about district goals; I-STEAM expanding to grades 1-8; Foundations for grades K-2; Stated that goals should encompass all grades K-8.

Denise Ridente – Asked about policy for vaping on school property. Stated that it occurs in grades 7-8 in our district.

Ralph Trentacosta – Is there a plan in place for increase of students due to new development; What is capacity for the school?

Bruce Paterson – Glad to see all BOE candidates attending the meeting; Asked about temperature at which schools have to close; Eric Larson leaving; How district and board goals were decided; The Board's self evaluation; How is BOE achievement rated; The pilots coming from the new development; If there are available classrooms; John Conlin trust fund.

Richard McCormack – Now that all students are being dismissed from Third Avenue, will there be additional crossing guards on North side?

XI. 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 July 2018.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the August 2018 bills in the amount of \$285,806.89.
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 July 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 July 2018 as submitted and certified.

ROLL CALL:

<u>Y</u> Mr. A. DelConte	<u>Y</u> Ms. L. Koenig	<u>NP</u> Ms. T. Roland
<u>M</u> Mrs. S. Groning	<u>S</u> Mrs. A. Langston	<u>Y</u> Mrs. T. Simitz
<u>Y</u> Dr. M. Kjetsaa	<u>Y</u> Mr. S. Piarulli	<u>Y</u> Miss C. Guerriero

XII. BUILDING AND GROUNDS COMMITTEE

1. Move to approve, upon recommendation of the Chief School Administrator, in cooperation, with the Lincoln School Principal, the use of the gym, music room, cafeteria, and science room by Mr. Gonzalez for 8th grade play practices on the following Saturdays: 9/29; 10/6; 10/13; 10/20; 10/27; and 11/3. The date for the 8th grade play is November 16-17, 2018.

ROLL CALL:

<u>Y</u> Mr. A. DelConte	<u>Y</u> Ms. L. Koenig	<u>NP</u> Ms. T. Roland
<u>Y</u> Mrs. S. Groning	<u>M</u> Mrs. A. Langston	<u>S</u> Mrs. T. Simitz
<u>Y</u> Dr. M. Kjetsaa	<u>Y</u> Mr. S. Piarulli	<u>Y</u> Miss C. Guerriero

XIII. EDUCATION COMMITTEE

1. Move to approve, upon recommendation of the Chief School Administrator, the following district goals for the 2018-2019 school year:
 1. To develop a strategic plan for implementation in fall of 2019
 2. To expand the I-STEAM program
 3. To roll out the new phonics (foundations) program K-3 for struggling readers

2. Move to approve, upon recommendation of the Chief School Administrator, the following board goals for the 2018-2019 school year:
 1. To provide support for the development of the district’s strategic plan
 2. To receive training on the new superintendent evaluation and complete the evaluation process in the statutorily required time frame
 3. To develop team norms and more effective team skills.

3. Move to approve, upon recommendation of the Chief School Administrator, the McRel Teacher Evaluation for the 2018 - 2019 school year.

ROLL CALL:

<u> </u> Y <u> </u> Mr. A. DelConte	<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> NP <u> </u> Ms. T. Roland
<u> </u> S <u> </u> Mrs. S. Groning	<u> </u> Y <u> </u> Mrs. A. Langston	<u> </u> M <u> </u> Mrs. T. Simitz
<u> </u> Y <u> </u> Dr. M. Kjetsaa	<u> </u> Y <u> </u> Mr. S. Piarulli	<u> </u> Y <u> </u> Miss C. Guerriero

XIV. POLICY COMMITTEE

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

Policy No. 2130	Principal Evaluation
Policy No. 2131	Chief School Administrator
Policy No. 2131.21	Holidays and Vacation Days
Policy No. 2210	Administrative Leeway in Absence of Board Policy

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

Policy No. 2000	Concepts and Roles in Administration; Goals and Objectives
Policy No. 2100	Administrative Staff Organization
Policy No. 2121	Line of Responsibility

ROLL CALL:

<u> </u> Y <u> </u> Mr. A. DelConte	<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> NP <u> </u> Ms. T. Roland
<u> </u> S <u> </u> Mrs. S. Groning	<u> </u> Y <u> </u> Mrs. A. Langston	<u> </u> Y <u> </u> Mrs. T. Simitz
<u> </u> M <u> </u> Dr. M. Kjetsaa	<u> </u> Y <u> </u> Mr. S. Piarulli	<u> </u> Y <u> </u> Miss C. Guerriero

XV. COMMITTEE OF THE WHOLE

1. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Debra Delise effective September 1, 2018.
2. Move to approve, upon recommendation of the Chief School Administrator, the termination of Peter Balos effective August 17, 2018.
3. Move to approve upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal the appointment of Deborah Valencia as a part-time paraprofessional without benefits not to exceed 25 hours per week at a salary of \$13.25 per hour pending a satisfactory criminal history background check and mantoux results.

- 4. Move to approve, upon recommendation by the Chief School Administrator, in cooperation with the Lincoln School Principal the appointment of Amanda Storti as a full time paraprofessional at a salary of \$15.64 per hour for the 2018-2019 school year pending a satisfactory criminal history background check and mantoux results.
- 5. Move to approve, upon recommendation by the Chief School Administrator, in cooperation with the SBA/BS the appointment of Cristina Domingues as a part time business office clerk not to exceed 10 hours per week at a salary of \$15.60 per hour for the 2018-2019 school year.
- 6. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Sara Kahrman as a part-time elementary teacher on BA Step 1 and part-time paraprofessional with benefits.
- 7. Move to approve upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal the appointment of the following substitute teachers for the 2018-2019 school year pending a satisfactory criminal history background check and mantoux results:

- A. Ryan Brinkerhoff
- B. Danielle Libutti
- C. Sarah Palmer
- D. Deborah Valencia

- 8. Move to approve upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of the following staff member to the extra-curricular position for the 2018-2019 school year to be remunerated in accordance with the negotiated agreement:

Outdoor Education Teacher (Stokes) – Heather Linken

- 9. Move to approve, upon recommendation of the Chief School Administrator, in Cooperation with the Lincoln School Principal, the 4th grade field trip to Sterling Mining Museum on October 5, 2018 and the kindergarten field trip to Von Thun’s Farm on October 9, 2018.
- 10. Move to approve upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal/Anti-Bullying Coordinator, the Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights that was presented at the August 14, 2018 board of education meeting.
- 11. 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 positions for the 2018 - 2019 school year as per the negotiated agreement:

Near Space Club – Denise Cafiero

Homework Club

- A. Tamara Benc
- B. Patricia Elias
- C. Fran Florio
- D. Janine Murray
- E. Cheryl Paolino
- F. Lisa Zatorsky

12. Move to approve upon recommendation of the Chief School Administrator, tenure status to the following certificated staff members:

Diane Leshowitz – Tenure date 10/14/18

ROLL CALL:

<u>Y</u> Mr. A. DelConte	<u>M</u> Ms. L. Koenig	<u>NP</u> Ms. T. Roland
<u>Y</u> Mrs. S. Groning	<u>S</u> Mrs. A. Langston	<u>Y</u> Mrs. T. Simitz
<u>Y</u> Dr. M. Kjetsaa	<u>Y</u> Mr. S. Piarulli	<u>Y</u> Miss C. Guerriero

XVI. OLD BUSINESS

Ms. Koenig suggested Parvin State Park for the 8th grade trip.

XVII. NEW BUSINESS

Education Committee will meet on October 9th at 6:00 p.m. B&G/Finance Committee will meet on October 4th at 7:00 p.m.

Mrs. Simitz mentioned there was an issue with the bus to ALJ for Garwood students.

Dr. Kjetsaa asked about putting the Back to School night video on the school website.

XVIII. ADJOURNMENT

Motion to adjourn made at 9:05 p.m.

Moved by: L. Koenig
Seconded by: S. Groning
Motion carried: All Ayes

Legend:

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

Respectfully submitted,

Maria Cortese