

**Garwood Board of Education Regular Public Meeting Minutes
January 19, 2021**

Minutes of the proceedings of the **Regular Public Meeting** held on **January 19, 2021**, in the All Purpose Room, Lincoln School, at 7:00 pm. *The Board Secretary convened the meeting at 6:45 pm.* **NOTE:** Trustee Barnes and Trustee Trentacosta joined the RPM via Google Meet; Members of the community were also provided the option of joining the meeting via Google Meet.

I. Flag Salute / Sunshine Statement / Call to Order / Roll Call

In accordance with the Open Public Meetings Act (*N.J.S.A. 10:4-6 et seq.*), adequate notification of this meeting has been provided by advertising in the **Star Ledger** and **Westfield Leader** and posting notice on the front door of Lincoln School and filing notice with the Borough Clerk. I hereby call to order the Regular Public Meeting, Tuesday, January 19, 2021, at 6:45 pm.

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>
Mrs. Barnes (Adrienne) via Google Meet	X	
Mr. DelConte (Albert)	X	
Miss Guerriero (Christine)	X	
Dr. Kjetsaa (Mary Ann)	X	
Mrs. Ridente (Denise)	X	
Mr. Ryan (Timothy)	X	
Mrs. Scepkowski (Maureen)	X	
Mr. Trentacosta (Ralph) via Google Meet	X	
Vacancy		

Attendance:

Dr. Teresa Quigley, Chief School Administrator
 Dr. Dennis R. Frohnepfel, Interim SBA/Board Secretary
 Mary Emmons, Principal
 John G. Geppert, Jr., Esq., Board Attorney

II. Board Candidate Interviews conducted by the Board Secretary

1. Tracey Roland
2. Allison Kalban-Gernett
3. Linda Koenig

III. Executive Session

Be It Resolved, that the Garwood Board of Education determines it is necessary to meet in Executive Session on Tuesday, January 19, 2021, to discuss **Legal** and **Personnel** matters; and

Be It Further Resolved, that these matters will be made public when the need for confidentiality no longer exists.

Trustee Guerriero motioned to convened into Executive Session at 7:12 pm; seconded by Trustee Kjetsaa; carried by unanimous vote.

Trustee Guerriero motioned to adjourn Executive Session and reconvene the regular meeting at 7:35 pm; seconded by Trustee Trentacosta; carried by unanimous vote.

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IV. Resolution to Appoint Trustee to fill vacant seat for 2021

Be It Resolved, that the Garwood Board of Education, approves the appointment of Tracey Roland, to the vacant seat on the Board of Education, for the 2021 calendar year.

Trustee Guerriero motioned to approve the appointment of Tracey Roland to the vacant seat on the Board of Education for the 2021 calendar year; seconded by Trustee Ridente; carried by unanimous roll call vote.

V. The Board Secretary administered the Oath of Office to Tracey Roland.

The Board and the administration welcomed Tracey Roland to the Board and Trustee Roland joined the meeting.

The Board Secretary provided a copy of the Code of Ethics and the Acknowledgement of Receipt of the Code of Ethics pursuant to the School Ethics Act (c.178P.L.2001) to Trustee Roland. The Board Secretary turned over the conduct of the meeting to the Board President.

VI. Be It Resolved, that the Garwood Board of Education approves the minutes of the following meetings, as submitted: 1) Regular Meeting – December 15, 2020 and Executive Session – December 15, 2020; 2) Reorganization Meeting – January 4, 2021

Trustee Barnes motioned to approve the minutes of the Regular Meeting and Executive Session held on December 15, 2020 and the minutes of the Reorganization meeting held on January 4, 2021; seconded by Trustee Scepkowski; carried by the following roll call vote: Trustees Barnes, DelConte, Guerriero, Kjetsaa, Ridente, Ryan, Scepkowski and Trentacosta voting YES; Trustee Roland ABSTAINING.

VII. Presentation re Personnel by Gwen Thornton, NJSBA Field Service Rep

VIII. Committee Reports - None

- A. Budget/Finance/Facilities
- B. Education/Personnel
- C. Strategic Planning/Policy

IX. Liaison Reports

A	Clark Board of Education	Trustee Guerriero reported
B	Garwood Educational Foundation	Trustee Kjetsaa reported
C	Garwood PTA	Trustee Barnes reported
D	Garwood Borough Council Representative	Trustee DelConte reported
E	Union County Ed Services Commission	Trustee Scepkowski reported
F	Union County School Boards Association	Trustee Ryan reported
G	Union County Vo-Tech	No report
H	Garwood Seniors Association	No report
I	New Jersey School Boards Association	Christine Guerriero

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X. Superintendent's Report

- no bullying reports for January.
- Thank you to Mr. Gonzalez, Mr. Zhindon and Mrs. Emmons for the technology support to make the hybrid meeting work.
- Thank you to Mrs. DelConte for implementing the "Little Bites" pouch recycling program. All those pouches can reach from NYC to Chicago.
- End of the second marking period is next week.
- Preparing to send surveys to parents and students are taking the next round of benchmarks.
- Thankful we have been in school since September 10, 2020 and provide all academic subjects, music, art, Spanish, gifted and talented, and basic skills.
- Thank you to Mrs. Benc and the whole staff for diligently working to have Lincoln School in the Guinness Book of Records for the greatest gathering of people dressed as butterflies.

Trustee Trentacosta motioned to accept the Superintendent's Report; seconded by Trustee Guerriero; carried by unanimous vote.

XI. Public Comment

XII. Resolutions

- A. Budget/Finance/Facilities
- B. Education/Personnel
- C. Strategic Planning/Policy

XIII. Board Comments

XIV. Adjournment

Trustee Barnes motioned to adjourn at 9:30 pm; seconded by Trustee Trentacosta; carried by unanimous vote.

Respectfully submitted,

Dennis R. Frohnapfel, Ed.D.
Interim SBA/Board Secretary

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A. Finance/Budget/Facilities

- A1 Be It Resolved**, that the Garwood Board of Education, upon the recommendation of the Interim SBA/Board Secretary, approves the A148 (Board Secretary's) and A149 (Treasurer's) reports for the month December 1-31, 2020; and
Be It Further Resolved, that the Board of Education and Board Secretary certify that no budgetary line item account has been over-expended and that there are sufficient funds available to meet District financial obligations for the 2020/21 school year.
- A2 Be It Resolved**, that the Garwood Board of Education, upon the recommendation of the Interim SBA/Board Secretary, approves the payment of bills and claims.

Dec 15, 2020 thru Jan 15, 2021	\$882,889.58
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- A3 Be It Resolved**, that the Garwood Board of Education, upon the recommendation of the Chief School Administrator and Interim SBA/Board Secretary, approves the following budget transfers for the month of December 2020:

<i>FROM Account</i>	<i>TO Account</i>	<i>\$ Amount \$</i>
Health Benefits 11-000-291-270-000	Other Employee Benefits 11-000-291-290-000	\$20,000.00

Budget/Finance/Facilities resolutions A1 thru A3				
Motion: Trustee Trentacosta		Second: Trustee Kjetsaa		
	Yes	No	Abstain	Absent
Mrs. Barnes (Adrienne)	X			
Mr. DelConte (Albert)	X			
Miss Guerriero (Christine)	X			
Dr. Kjetsaa (Mary Ann)	X			
Mrs. Ridente (Denise)	X			
Ms. Roland (Tracey)	X			
Mr. Ryan (Timothy)	X			
Mrs. Scepkowski (Maureen)	X			
Mr. Trentacosta (Ralph)	X			

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE BOROUGH OF GARWOOD IN THE COUNTY OF UNION, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE REFUNDING SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED SEPTEMBER 19, 2012, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$7,140,000, APPROPRIATING NOT TO EXCEED \$4,900,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$4,900,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING

- A4 BE IT RESOLVED**, by the Garwood Board of Education of the Borough of Garwood, in the County of Union, New Jersey (not less than two-thirds of all members thereof affirmatively concurring) as follows:

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Section 1. The Board of Education of the Borough of Garwood in the County of Union, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding callable refunding school bonds of the School District issued in the original principal amount of \$7,140,000 and dated September 19, 2012 (the "2012 Bonds"). The 2012 Bonds maturing on or after July 15, 2023 (the "Refunded Bonds") may be redeemed at the option of the School District in whole or in part on any date on or after July 15, 2022 at a redemption price equal to 100% of the par amount of the Refunded Bonds.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$4,900,000 pursuant to N.J.S.A. 18A:24-61 *et seq.*

Section 3. An aggregate amount not exceeding \$200,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Borough Clerk and the Interim Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Interim Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2012 Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

**RESOLUTION AUTHORIZING AGREEMENT FOR CERTAIN LEGAL SERVICES
ADOPTED BY THE BOARD OF EDUCATION OF THE BOROUGH OF GARWOOD IN
THE COUNTY OF UNION**

A5 WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and the issuance of obligations of the Garwood Board of Education of the Borough of Garwood, in the County of Union (the "Board"), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided only by a recognized Bond Counsel firm, and the law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose; now

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BE IT RESOLVED, by the Garwood Board of Education of the Borough of Garwood, in the County of Union, as follows:

1. The law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of January 19, 2021 and submitted to the Board (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
4. A notice in accordance with Public School Contracts Law of New Jersey in the form attached hereto shall be published in the Westfield Leader.

**RESOLUTION APPROVING AGREEMENT
for
MUNICIPAL ADVISOR SERVICES**

A6 WHEREAS, there exists a need for a Municipal Advisor to provide specialized municipal advisor services in connection with the capital program and the issuance and sale of obligations of the Garwood Board of Education of the Borough of Garwood, in the County of Union (the "Board"), a body corporate of the State of New Jersey, including, among other things, advice and assistance with financial disclosure, secondary market disclosure, ratings, the type, method, structure, timing and manner of financing and implementing a capital program and the tax impact of such program; and

WHEREAS, such specialized services must be provided by a Registered Municipal Advisor, and the firm of Phoenix Advisors, Bordentown, New Jersey is so qualified; and

WHEREAS, funds are or will be available for this purpose; now

BE IT RESOLVED, by the Garwood Board of Education of the Borough of Garwood, in the County of Union, as follows:

1. The firm of Phoenix Advisors, LLC, Bordentown, New Jersey is hereby retained to serve as Municipal Advisor in connection with the capital program and the issuance and sale of obligations of the Board in accordance with its Proposal dated as of January 13, 2021 and submitted to the Board (the "Proposal").
2. A contract (the "Contract") is awarded in accordance with the Proposal without competitive bidding as a "Professional Service" pursuant to the Public School Contracts

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Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.

4. A notice in accordance with the Public School Contracts Law of New Jersey in the form attached hereto shall be published in the Westfield Leader.

Refunding Bond resolutions A4, A5, A6				
Motion: Trustee Barnes		Second: Trustee Guerriero		
	Yes	No	Abstain	Absent
Mrs. Barnes (Adrienne)	X			
Mr. DelConte (Albert)	X			
Miss Guerriero (Christine)	X			
Dr. Kjetsaa (Mary Ann)	X			
Mrs. Ridente (Denise)	X			
Ms. Roland (Tracey)	X			
Mr. Ryan (Timothy)	X			
Mrs. Scepkowski (Maureen)	X			
Mr. Trentacosta (Ralph)	X			

B. Education/Personnel

Education

B1 Be It Resolved, that the Garwood Board of Education, upon the recommendation of the Chief School Administrator, approves the findings and decisions presented at the December 15, 2020 regular meeting regarding bullying incidents J-2.

Education/Personnel resolution B1				
Motion: Trustee Scepkowski		Second: Trustee Trentacosta		
	Yes	No	Abstain	Absent
Mrs. Barnes (Adrienne)	X			
Mr. DelConte (Albert)	X			
Miss Guerriero (Christine)	X			
Dr. Kjetsaa (Mary Ann)	X			
Mrs. Ridente (Denise)	X			
Ms. Roland (Tracey)			X	
Mr. Ryan (Timothy)	X			
Mrs. Scepkowski (Maureen)	X			
Mr. Trentacosta (Ralph)	X			

C. Strategic Planning/Policy

C1 Be It Resolved, that the Garwood Board of Education, designates the following Committee Assignments, for the 2021 calendar year:

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Budget/Finance/Facilities

Maureen Scepkowski, Chair
Christine Guerriero
Timothy Ryan

Education/Personnel

Denise Ridente, Chair
Adrienne Barnes
Mary Ann Kjetsaa

Strategic Planning/Policy

Albert DelConte, Chair
Tracey Roland
Ralph Trentacosta

C2 Be It Resolved, that the Garwood Board of Education, upon the recommendation of the Chief School Administrator, approves the **first reading** of revised Policies:

- Policy 6010 Goals and Objectives
- Policy 6111 School Calendar
- Policy 6112 School Day
- Policy 6114 Emergencies and Disaster Preparedness
- Policy 6115 Ceremonies and Observances

Strategic Planning/Policy resolutions C1 and C2				
Motion: Trustee Kjetsaa	Second: Trustee Barnes			
	Yes	No	Abstain	Absent
Mrs. Barnes (Adrienne)	X			
Mr. DelConte (Albert)	X			
Miss Guerriero (Christine)	X			
Dr. Kjetsaa (Mary Ann)	X			
Mrs. Ridente (Denise)	X			
Ms. Roland (Tracey)	X			
Mr. Ryan (Timothy)	X			
Mrs. Scepkowski (Maureen)	X			
Mr. Trentacosta (Ralph)	X			