

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
MARCH 19, 2018**

I. CALL TO ORDER

The meeting was called to order at 7:30 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> NP <u> </u> Ms. L. Koenig	<u> </u> P <u> </u> Ms. T. Roland
<u> </u> P <u> </u> Mrs. S. Groning	<u> </u> P <u> </u> Mrs. A. Langston	<u> </u> NP <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

III. OTHERS PRESENT

 P **Dr. Teresa Quigley, Superintendent**
 P **Mr. Eric Larson, SBA/BS**
 P **Mr. John Geppert, Board Attorney**

IV. FLAG SALUTE

V. APPROVAL OF MINUTES

Minutes of the February 20, 2018 regular meeting
Minutes of the February 20, 2018 executive session meeting

ROLL CALL:

<u> </u> Y <u> </u> Mr. A. DelConte	<u> </u> NP <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. T. Roland
<u> </u> S <u> </u> Mrs. S. Groning	<u> </u> Y <u> </u> Mrs. A. Langston	<u> </u> NP <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

VI. PRESENTATION – YMCA Health Bee Winners – A \$250 check was awarded

VII. COMMITTEE REPORTS:

Policy

C. Guerriero, Chairperson

Miss Guerreiro reported that the Bylaws for review are renewals; Garwood BOE runs by committee structure; Training for BOE members is prescribed by law.

Building & Grounds/Finance

S. Groning, Chairperson
A. DelConte
T. Roland
S. Piarulli

Mrs. Groning reported on the gym floor repairs which are to be assessed; The bleacher maintenance; State aid up \$35,086; The budget numbers are finalized.

Education

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

Dr. Kjetsaa reported on the library lease; Special Ed transportation; Superintendent’s Tea.

VIII. LIAISON REPORTS:

Clark Board of Education

C. Guerriero, Delegate

Miss Guerriero reported that the meeting was held on 3/19/18. The following were discussed, the auditors will be presenting the audit report for 2016-2017 and he budget presentation for 2018-2019; NHS induction was on 2/27/28; As an alternative to the student walk out on 3/14/18 approximately 55 ALJ students participated in an assembly in the auditorium. Two students left the school and went to the track. They received detention; Football recognition dinner was held on 3/4/18; ALJ musical Sweeney Todd will be on 3/22, 3/23, and 3/24 at 7 p.m.; The district will be instituting additional safety measures beginning on 4/9/18 in light of the Marjory Stoneman Douglas shooting.

Education Foundation of Garwood

T. Roland, Delegate

Event at the Westwood on 4/26 from 6-9 p.m. Teacher of the year recipient Denise Cafiero will be honored.

Representative to the Borough Council

A. DelConte

Mr. Delconte reported on various items discussed at the 2/21, 2/27, 3/6, 3/13 and 3/14 meetings.

Union County Educational Services Commission

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

No report.

Union County School Boards Association

T. Simitz, Delegate
Alternate: A. Langston

No report.

IX. SUPERINTENDENT’S REPORT

Resolved that the Garwood Board of Education accepts the March 2018 Superintendent’s report.
Moved by: S. Groning Seconded by: T. Roland

Dr. Quigley reported that the CogAT tests were just completed; PARCC testing is coming up in April; Four alleged HIB incidents were deemed not to be bullying; The police visit the school frequently and the district has a very good working relationship with them and the students accept their presence as a normal routine; The 8th grade had their trip to the courthouse; School Spirit night took place; The talent show is on March 29th.

*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.

Mrs. Blumenstock pointed out certain safety measures that the Clark BOE is taking and asked if the Garwood BOE can consider the same measures to see if they are relevant to Garwood.

Dr. Quigley addressed several items Clark BOE is taking and the relevancy to Garwood.

Mr. Blumenstock spoke about security measures.

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 January 2018.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the February 2018 bills in the amount of \$794,681.60.
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 January 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 January 2018 as submitted and certified.

4. Resolved that the GBOE, Chief School Administrator, in cooperation with the SBA/BS, introduces and approves the preliminary budget for the 2018-2019 school year and authorizes its submission to the Interim Executive County Superintendent of Schools for approval in accordance with statute, as follows:

General Fund	\$8,835,870
Special Revenue	\$ 121,767
Debt Service	<u>\$ 525,925</u>
TOTAL BUDGET	\$9,483,562; and

Resolved, that said budget shall include the local tax levy for the 2017-2018 fiscal year as follows:

General Fund	\$7,801,737
Debt Service	<u>\$ 407,718</u>
TOTAL TAX LEVY	\$8,209,455; and

Resolved, that the preliminary budget be advertised in The Westfield Leader in accordance with form established by the N.J. Department of Education, and that the public hearing on the budget be held on Tuesday, May 1, 2018 at 7:30 p.m. in Lincoln School, 400 Second Avenue in Garwood, New Jersey.

WHEREAS, the Garwood Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$20,000 for all staff and Board members.

ROLL CALL:

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

*Mr. DelConte abstained from item #2 check # 012504

**Mr. Piarulli voted no to item #4 and yes to items # 1-3.

XII. BUILDING AND GROUNDS COMMITTEE

1. Move to approve upon the recommendation of the Chief School Administrator, the Garwood Education Association (GEA) facilities usage form for Optical Academy to conduct eye exams on May 7, 2018.

ROLL CALL:

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

XIII. POLICY COMMITTEE

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

Bylaw No. 9123	Board Secretary
Bylaw No. 9125	Treasurer of School Moneys
Bylaw No. 9126	Legal Services
Bylaw No. 9127	Auditor
Bylaw No. 9130	Committees
Bylaw No. 9132	Staff Relationships
Bylaw No. 9140	Board Representatives/Liaisons
Bylaw No. 9150	Board Consultants
Bylaw No. 9200	Orientation and Training of Board Members

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

Bylaw No. 9000	Role of the Board
Bylaw No. 9010	Role of the Member
Bylaw No. 9020	Public Statements
Bylaw No. 9111	Qualifications and Requirements of Board Members
Bylaw No. 9113	Filling Vacancies
Bylaw No. 9121	Election and Duties of President

ROLL CALL:

<u> </u> Y_Mr. A. DelConte	<u> </u> NP_Ms. L. Koenig	<u> </u> Y_Ms. T. Roland
<u> </u> Y_Mrs. S. Groning	<u> </u> M_Mrs. A. Langston	<u> </u> NP_Mrs. T. Simitz
<u> </u> Y_Dr. M. Kjetsaa	<u> </u> S_Mr. S. Piarulli	<u> </u> Y_Miss C. Guerriero

XIV. COMMITTEE OF THE WHOLE

1.Move to approve upon recommendation of the Chief School Administrator and the SBA/BS, the Send/Receive Agreement (as attached to this agenda) with the Clark Board of Education for Garwood students grades 9 to 12 for the term July 1, 2017 through June 30th 2027.

ROLL CALL: Voted on after Executive Session

<u> </u> Y_Mr. A. DelConte	<u> </u> NP_Ms. L. Koenig	<u> </u> Y_Ms. T. Roland
<u> </u> Y_Mrs. S. Groning	<u> </u> M_Mrs. A. Langston	<u> </u> NP_Mrs. T. Simitz
<u> </u> Y_Dr. M. Kjetsaa	<u> </u> S_Mr. S. Piarulli	<u> </u> Y_Miss C. Guerriero

2. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the following to the extra-curricular position for the 2017 - 2018 school year as per the negotiated agreement. Clubs must have a minimum of 15 participants and a maximum of 20 participants.

A. Garwood’s Near Space Club – Denise Cafiero

ROLL CALL:

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

XV. OLD BUSINESS - None

XVI. NEW BUSINESS

G. Thornton will be at the 4/17 BOE meeting at 6:30 p.m. to speak with the BOE prior to the 7:30 p.m. regular meeting. The Education Committee will meet 4/4 at 7:00 p.m. and the Finance Committee will meet on 4/16 at 7:00 p.m.

XVII. 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 will return to public session to take action:

<u> </u> X_ personnel matter, staff	<u> </u> safety and protection of property
<u> </u> personal matter, student	<u> </u> contract negotiations
<u> </u> litigation	<u> </u> X_ 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: 8:45 p.m.

Time returning to public session: 9:17 p.m.

XVIII. ADJOURNMENT

Motion to adjourn made at 9:20 p.m.

Moved by: M. Kjetsaa
Seconded by: A. Langston
Motion carried: All Ayes

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

Respectfully submitted,

Eric Larson, SBA/BS