

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
MAY 15, 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 Mr. A. DelConte	<u> </u> NP Ms. L. Koenig	<u> </u> P Ms. T. Roland
<u> </u> P Mrs. S. Groning	<u> </u> P Mrs. A. Langston	<u> </u> P Mrs. T. Simitz
<u> </u> P Dr. M. Kjetsaa	<u> </u> NP Mr. S. Piarulli	<u> </u> P 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 April 17, 2018 regular meeting
Minutes of the April 17, 2018 executive session meeting

ROLL CALL:

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

*Mrs. Langston and Ms. Roland abstained

VI. PRESENTATIONS – Mrs. Planer and Raina Ridente
Honor Society

VII. COMMITTEE REPORTS:

Policy C. Guerriero, Chairperson

Mr. DelConte reviewed content of the following policies:

- Bylaw No. 9325.4 Voting Method
- Bylaw No. 9326 Minutes
- Bylaw No. 9400 Board Self-Evaluation

Dr. Kjetsaa reviewed content of the following policies:

- Bylaw No. 9322 Public and Executive Sessions

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

Ms. Roland reported that the committee met on 5/9 and discussed school safety, additional cameras for Lincoln School and other measures; The library lease; Washington School boiler; Contract renewals for professional services; Fundraisers – proper process for approval.

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

Mrs. Simitz reported that the committee met on 5/9 to discuss summer placements and out-of-district placements; Pre-School disabled program; Field trip approvals; Staffing; Substitute coordinator; Fundraising.

VIII. LIAISON REPORTS:

Clark Board of Education C. Guerriero, Delegate

Miss. Guerriero reported that the meeting was held on 5/2. There was a budget presentation for 2018-2018; The Principal announced that at the recent alumni dinner David Durante was inducted into the Hall of Fame; Tenured and non-tenured staff as well as administration were reappointed for the 2018-2019 school year; SAT preparation course will be offered on a tuition basis; College Application Essay Writing Seminar will be offered on a tuition basis; 2018 summer reading lists for grades K-12 were approved; The send/receive agreement between Clark and Garwood was approved; 2018-2019 auditing service contract was approved; Several

2018-2019 Trinitas Children Therapy service contracts were approved; Spring concert will be held on 5/8 ; ALJ graduation is on June 6/21; The next meeting is scheduled for June 6/11, but may be changed.

Education Foundation of Garwood

T. Roland, Delegate

Appreciation dinner held on 4/26 was a success.

Representative to the Borough Council

A. DelConte

Mr. Delconte reported on various items discussed at the 4/24, 4/25 and 5/8 meetings. The next meeting is 5/22.

Union County Educational Services Commission

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

Miss. Guerriero reported that the annual dinner was held in Warren on 5/10; The next meeting is scheduled for 6/7.

Union County School Boards Association

T. Simitz, Delegate
Alternate: A. Langston

Miss. Guerriero reported on the leadership workshop weekend she attended; The next meeting will be held on 5/16.

IX. SUPERINTENDENT’S REPORT

Dr. Quigley reported that the PTA did a great job appreciating teachers for Teacher Appreciation week; She attended a School Safety and Security meeting hosted by Dr. Gambino from the state. Meetings are held four times a year; There was one reported HIP case, but it was deemed a violation of the student code of conduct; Violence and Vandalism as well as HIB reporting have become more detailed in recent years; The PTA is holding it’s Past President’s night on 5/16; Field Day is next week at Unami Park. A weather balloon will be launched; Curriculum Fair and the Fourth Grade play are in May.

Resolved that the Garwood Board of Education accepts the May 2018 Superintendent’s report.
Moved by: M. Kjetsaa Seconded by: T.Roland 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.

Greg Ruggiero - Thanked the Board for their efforts and praised the teachers and administrators; Discussed the potential for toxic air borne matter resulting from the planned demolition in Garwood. His hope is that communication regarding potential hazards are clear and transparent and that the Board and administrators consider activities in light of such potential hazards.

Carla Ruggiero – Asked that the summer program outside activities not occur on the demolition dates.

Sara Todisco – Regarding the South Avenue project, Russo will wait until after school lets out in June before any demolition begins; Stressed that the town and BOE should keep a clear communication channel open during this time of housing development.

Bruce Patterson – Asked for clarification on the definition of HIB; How the policies review process works; The send/receive agreement and library lease; Raina Ridente's artwork; The tax payments schedule; The Vo-Tech tuition; The Gubernatorial Club.

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 March 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 \$801,593.83.
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 March 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 March 2018 as submitted and certified.

ROLL CALL:

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

*Mr. DeConte abstained from item 2 and check numbers 2417 and 12587

4. Be it resolved that effective 5.15.18, the Garwood Board of Education limits health benefits to single coverage for non-GEA, non-administrators who meet the requirements of being a full time employee. Employees will contribute to the cost of premiums at the Chapter 78 Year 4 rates.
5. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the contract with Suplee, Clooney & Company for the 17-18 school year audit at a rate of \$20,050.
6. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the firm Scarinci Hollenbeck as Board Attorneys for the period July 1, 2018 to June 30, 2019 at an annual retainer of \$8,000 as described in the job description on file in the superintendent's office; other services to be billed at an hourly rate of \$151 for partners, counsel, senior associates and junior associates. Work by paralegals and law clerks to be billed at the hourly rate of \$110 per hour.
7. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the 2018-2019 special education tuition contract with the Union County Education Services Commission. This contract covers any and all students attending one or more schools operated by the Commission.
8. Move to approve, upon recommendation of the Chief School Administrator, the renewal of the Library Lease agreement at the same terms for the period July 1, 2018 through June 30, 2023.
9. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the renewal of the base year contract with Maschio's Food Service, Inc. for the period of 7/1/2018 through 6/30/2019 as per the addendum. The management fee as stated in the contract is \$7,827 per year (\$782.70 per month for 10 months), and Maschio's guarantees \$5,000 back to the district.
10. Move to approve, upon recommendation of the Chief School Administrator and the Special Services Department, the agreement between Trinitas Children's Therapy Services and the Garwood Public Schools for occupational and/or physical therapy for the 2018-2019 school year including the extended school year.
11. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the Union County Vocational-Technical Schools tuition contract at a rate of \$6,000 per student for the 2018-2019 school year.
12. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the 2018-2019 coordinated transportation services agreement with the Union County

Education Services Commission. This contract covers special education transportation and non-public transportation if applicable.

13. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the following schedule of local tax levy payments from the Borough of Garwood for the 2018-2019 school year in accordance with the following schedule:

Date	General Fund	Debt Service	Total
July 11, 2018	\$666,788.46	\$299,543.00	\$966,331.46
August 8, 2018	666,788.46		666,788.46
September 12, 2018	666,788.46		666,788.46
October 10, 2018	666,788.46		666,788.46
November 14, 2018	666,788.46		666,788.46
December 12, 2018	666,788.46		666,788.46
January 9, 2019	633,501.04	108,175.00	741,676.04
February 13, 2019	633,501.04		633,501.04
March 13, 2019	633,501.04		633,501.04
April 10, 2019	633,501.04		633,501.04
May 8, 2019	633,501.04		633,501.04
June 12, 2019	633,501.04		633,501.04
TOTALS	\$7,801,737.00	\$407,718.00	\$8,209,455.00

ROLL CALL:

__Y_ Mr. A. DelConte __NP_ Ms. L. Koenig __S_ Ms. T. Roland
 __Y_ Mrs. S. Groning __Y* Mrs. A. Langston __M_ Mrs. T. Simitz
 __Y_ Dr. M. Kjetsaa __NP_ Mr. S. Piarulli __Y_ Miss C. Guerriero

*Mrs. Langston abstained from items 7 and 12

XII. EDUCATION COMMITTEE

1. Move to approve, upon the recommendation of the Chief School Administrator, the submission of the application for and subsequent receipt of the 2017-2018 Special Education Extraordinary Aid.

2. Move to approve, upon the recommendation of the Chief School Administrator and the Special Services Department, the following summer 2018 out-of-district placements:

<u>Student</u>	<u>Estimated Cost</u>	<u>Transportation Required</u>	<u>Cost Includes Trans.</u>
CRCO	\$7,100.00	Yes	No
Aide	\$2,500.00	Yes	No
ECLCLR	\$275.00 per diem	Yes	No
SSDING	\$7,100.00	Yes	No
GAKR	\$8,000.00	Yes	No
CRCM	\$7,100.00	Yes	No

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>
ECLCLR	\$50,000.00	Yes	No
CSCD	\$75,000.00	Yes	No
Aide	\$41,000.00	Yes	No
BMSMA	\$45,000.00	Yes	No
LCJNI	\$55,000.00	Yes	No
Aide	\$30,000.00	Yes	No
GAKR	\$120,000.00	Yes	No
CRCM	\$50,000.00	Yes	No

ROLL CALL:

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

*Mrs. Langston abstained from items 2 and 3

XIII. POLICY COMMITTEE

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

Bylaw No. 9321	Meetings of the Board
Bylaw No. 9322	Public and Executive Sessions
Bylaw No. 9322.1	Organizational Meeting
Bylaw No. 9323/9324	Agenda Preparation/Advance Delivery of Meeting Materials
Bylaw No. 9325.4	Voting Method
Bylaw No. 9326	Minutes
Bylaw No. 9340	Membership in Associations
Bylaw No. 9360	Legislative Program
Bylaw No. 9400	Board Self-Evaluation
Bylaw No. 9500.1	Send/Receive Relationships

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

Bylaw No. 9250	Expenses and Reimbursements
Bylaw No. 9270	Conflicts of Interest
Bylaw No. 9271	Code of Ethics
Bylaw No. 9300	Governance
Bylaw No. 9310	Development, Distribution and Maintenance Manual
Bylaw No. 9311	Formulation, Adoption, Amendment and Continuing Review of Policies
Bylaw No. 9312	Formulation, Adoption, Amendment and Continuing Review of Bylaws
Bylaw No. 9313	Formulation, Adoption, Amendment of Administrative Regulations
Bylaw No. 9314	Suspension of Policies, Bylaws and Regulations

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> Y Mrs. A. Langston	<u> </u> S Mrs. T. Simitz
<u> </u> M Dr. M. Kjetsaa	<u> </u> NP 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, the findings and decisions presented at the April 17, 2018 board meeting regarding bullying incident G-10.
- 2. Move to approve, upon recommendation of the Chief School Administrator the appointment of Cristina Domingues as a substitute staff coordinator with a weekly stipened of \$100 not to exceed 10 weeks.
- 3. Move to approve, upon recommendation of the Chief School Administrator and the Lincoln School Principal the following individual for student teaching from September 12, 2018 – November 30, 2018:

Joanne Segreto, University of Phoenix – Dana Parkhill

- 4. Move to approve, upon recommendation of the Chief School Administrator and the Lincoln School Principal, the following field trips:

Student Council and Gubernatorial Election Club - May 14, 2018 to NJ State House and Washington Crossing.

Mrs. Benc and Mr. Gilstrap

- 5. Move to approve, upon the recommendation of the Chief School Administrator, Mrs. Emmons to accompany the 2017-2018 8th grade class on their overnight class trip to Gettysburg, Penn. with no additional compensation.
- 6. Move to approve, upon the recommendation of the Chief School Administrator and the Special Services Department, the Preschool Disabled Summer Program in Lincoln School for 2018.
- 7. Move to approve, upon the recommendation of the Chief School Administrator and the Special Services Department, the Learning/Language Disabled Summer Program in Lincoln School for 2018.
- 8. Move to approve, upon the recommendation of the Chief School Administrator and the Special Services Department, the following certified staff, as per the negotiated contract, for the special education summer programs:

Special Education Teacher – Janine Murray and Cheryl Paolino
 Speech Teacher – Tara Ridente
 Paraprofessional – Patricia Elias and Tara Ridente

ROLL CALL:

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

XV. OLD BUSINESS - None

XVI. NEW BUSINESS

Education Committee will meet on 6/7 at 6:30 p.m.; Finance Committee will meet on 5/31 at 6:30 p.m.; Goal Setting meeting will be on 7/16 at 6:00 p.m. Gwen Thornton will attend.

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 not 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: 9:30 p.m.

Time returning to public session: 10:12 p.m.

XVIII. ADJOURNMENT

Motion to adjourn made at 10:15 p.m.

Moved by: S. Groning
Seconded by: T. Simitz
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