

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
AUGUST 14, 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> P <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> NP* <u> </u> Mr. S. Piarulli	<u> </u> P <u> </u> Miss C. Guerriero

*Mr. Piarulli arrived at 7:34 during Executive Session

III. OTHERS PRESENT

 P Dr. Teresa Quigley, Superintendent
 P Mr. Eric Larson, 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 will 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: 7:32 p.m.

Time returning to public session: 7:45 p.m.

VI. APPROVAL OF MINUTES

Minutes of the June 12, 2018 regular meeting and executive session meeting
Minutes of the July 16, 2018 special meeting and executive session meeting

ROLL CALL:

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

*Ms. Koenig and Mrs. Langston abstained from 7/16 minutes

VII. PRESENTATION – Anti-Bullying Report (ABR) Self-Assessment

VIII. COMMITTEE REPORTS:

Policy C. Guerriero, Chairperson

No report.

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

Mr. Piarulli reported that the committee met on 8/7. Discussed the boiler at Washington School; Summer work update; the Sprinkler system testing.

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

Miss. Guerriero reported that the committee met on 7/30. Met with Mrs. LeBrun; Discussed the Supervisor position which is on the agenda; Moving a part-time teacher to full time; Stipened positions; Mentoring; Facebook usage; Strategic Plan dates; the Social Worker position; G&T and Handbooks.

IX. LIAISON REPORTS:

Clark Board of Education

C. Guerriero, Delegate

Miss Guerriero reported that at the 7/9 meeting Mr. Bucior was reappointed as the Assistant Principal for the 2018-2019 school year and a Supervisor of Pupil Personnel Services/Guidance was appointed. At the 8/13 meeting teachers for SAT Preparation course were approved; Special Olympics Unified Sports program was approved; Frontline Technologies Group was approved to set up the IEP program. The next meeting is on 9/12.

Education Foundation of Garwood

T. Roland, Delegate

First meeting is in September.

New Jersey School Board Association on December & June

T. Roland, Delegate
Alternate: A. Langston

No report.

Representative to the Borough Council

A. DelConte

Mr. Delconte reported on various items discussed at the 7/24 and 8/8 meetings. The next meeting is on 8/22.

Union County Educational Services Commission

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

Ms. Koenig reported that they met on 7/11 and hired a new Business Administrator. Next meeting is on 9/16.

Union County School Boards Association

T. Simitz, Delegate
Alternate: A. Langston

No meeting.

X. SUPERINTENDENT’S REPORT

Dr. Quigley reported that she spent 4 days at school security training classes as required by the new regulations for School Security Officers. Dr. Quigley discussed some of the things they learned. She has met with the Garwood Police Chief and will continue to do so on a periodic basis.

The full QSAC, which has been recently redesigned, will occur by November during the 2018-2019 school year. The Union County Office is getting a new County Superintendent who will be assigned just to Union County.

Dr. Quigley thanked Mr. Larson for his service as Business Administrator for Garwood.

Resolved that the Garwood Board of Education accepts the August 2018 Superintendent's report.

Moved by: M. Kjetsaa Seconded by: L. Koenig 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 - None

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

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 May and June 2018.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the June 2018 bills in the amount of \$1,006,444.65 and July 2018 bills in the amount of \$605,791.36.
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 May and June 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 May and June 2018 as submitted and certified.

4. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the firm Scarinci Hollenbeck as Board Attorneys for Special Education for the period July 1, 2018 to June 30 2019. Services to be billed at an hourly rate of \$175.00 for Partner and Counsel and \$165.00 for Associates. Work by law clerks and paralegals to be billed at the hourly rate of \$100 per hour.
5. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the contract with Honeywell Instant Alert System at a cost of \$1,093 for the 2018-2019 school year.
6. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the renewal of a service and licensing fee with Realtime Information Technology, Inc. for the student information software for the 2018-2019 school year in the amount of \$10,683 inclusive of Parent Portals.
7. Move to approve, upon recommendation of the Chief School Administrator and School Business Administrator Summit Speech School for Itinerant Services for the 2018-2019 school year at a cost of \$155.00 per hour and 1 session per week.
8. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the following district breakfast and lunch prices for the 2018-2019 school year consistent with guidelines established by the U.S. Department of Agriculture, Bureau of Child Nutrition Programs National School Lunch Program as amended:

<u>ITEM</u>	<u>FULL PRICE</u>	<u>REDUCED PRICE</u>
Student Lunch	\$ 2.90	\$.40
Adult Lunch	\$ 3.90	N/A
Student Milk	\$.75	N/A
Adult Milk	\$.75	N/A
Student Breakfast	\$1.50	\$.30

ROLL CALL:

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

*Mr. DelConte abstained from check # 12718 and PO# 900203

XIII. BUILDING AND GROUNDS COMMITTEE

1. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the use of the Lincoln School All Purpose Room by the Denise Cafiero and Susan Naples on July 25, 2018 at a total fee of \$50 for the one day Summer STEAM Day Program.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the use of the Garwood school bus and driver by the Garwood Police Department for the Garwood Youth Police Academy on August 24, 2018. No fee will be charged as the bus driver is volunteering their time.

ROLL CALL:

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

XIV. EDUCATION COMMITTEE

1. Move to approve upon the recommendation of the Chief School Administrator, the 2018-2019 Comprehensive Equity Plan Statement of Assurances.
2. Move to approve upon the recommendation of the Chief School Administrator the Professional Development and Mentoring Plans for the 2018-2019 school year.
3. Move to approve upon the recommendation of the Chief School Administrator, the Guidance Program of Study for the 2018-2019 school year.
4. Move to approve upon the recommendation of the Chief School Administrator the Gifted and Talented Program of Studies for grades K-8 for the 2018-2019 school year.
5. 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>
BMSDR	\$100,000	Yes	No
AKSBE	\$106,871	No	No

6. Move to approve that the GBOE adopt the following five year curriculum plan:

Five-Year Plan for Curriculum
Review, Rewrite and/or Textbook Update

2018-2019	Life Skills/Health K-8	Science K-8	World Languages K-8/ELS
2019-2020	Physical Education K-8	Gifted & Talented K-8	21st Century Skills Career Education
2020-2021	Music K-8	Art K-8	Character Ed K-8
2021-2022	LAL K-8		Math K-8
2022-2023	Library Applications K-8	Social Studies K-8	Computer Applications K-8

ROLL CALL:

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

XV. POLICY COMMITTEE

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

2. Move to approve upon the recommendation of the Chief School Administrator the following handbooks for the 2018-2019 school year:

A. Pupil/Parent Handbook	B. Substitute Handbook
C. Faculty Handbook	D. Paraprofessional Handbook

ROLL CALL:

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

XVI. COMMITTEE OF THE WHOLE

1. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Maria DePaola effective August 15, 2018.
2. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Eric Larson effective September 7, 2018.
3. Move to approve, upon recommendation by the Chief School Administrator, the appointment of Debi LeBrun as the Business Administrator/School Board Secretary at a salary of \$80,000 and the Accounts Payable Clerk at a salary of \$25,000 for the 2018-2019 school year pending a satisfactory criminal history background check and mantoux results.
4. Move to approve, upon recommendation by the Chief School Administrator, the appointment of Veronika Polonsky as a part-time School Social Worker without benefits not to exceed 24 hours per week on a Step 1 + MA 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, the appointment of Gina Petrozelli as a Supervisor/Coach/Teacher at a salary of \$75,000 for the 2018-2019 school year pending a satisfactory criminal history background check and mantoux results.
6. Move to approve, upon recommendation by the Chief School Administrator and the Lincoln School Principal, the appointment of Elizabeth DeSante from part-time to full time Special Education teacher for the 2018-2019 school year.
7. Move to approve, upon recommendation of the Chief School Administrator, the reappointment of Raymond Krov as Treasurer of School Monies, at a 2% increase for the 2018-2019 school year.
8. Move to approve upon the recommendation of the Chief School Administrator, reappointment of the following staff for the 2018-2019 school year at a 2% increase:

A. Eileen Satkin – Occupational Therapist (.1 FTE)

9. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Supervisor of Buildings & Grounds, the reappointment of the following as part-time school bus drivers with no benefits for the 2018-2019 school year 2% increase:

A. Cheryl DiStefano

10. 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 not to exceed 4 hours per week:

Special Education Teacher - Margaret Hak

11. Move to approve upon the recommendation of the Chief School Administrator, Patricia Stott to work an additional 3 days during the 2018 summer at a per diem rate for a total of \$1,423.83.
12. Move to approve upon the recommendation of the Chief School Administrator, the following staff to the D.E.A.C. (District Educational Advisory Committee) and the ScIP (School Improvement Panel) with no additional compensation:

A. Denise Cafiero

B. Sarina Drummond

13. Move to approve upon the recommendation of the Chief School Administrator, the following individuals for the Affirmative Action Team for the 2018-2019 school year with no additional compensation:

A. Nicola Atieh

B. Diane Leshowitz

14. Move to approve upon the recommendation of the Chief School Administrator, the reappointment of Theresa Parkhill as the Bullying Specialist for the 2018-2019 school year with no additional compensation.

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

Coaches - Field Hockey – Karen Lukacovic
 Soccer – Matthew Burke
 Boys’ Basketball – Matthew Burke
 Girls’ Basketball – Matthew Burke
 Baseball – Matthew Burke
 Softball – Aaren Beaty

Outdoor Education Teachers (Stokes)
 Coordinator Matthew Burke
 Teacher (2 positions) – Karen Lukacovic

Music Director – Armando Gonzalez

Play Director – Armando Gonzalez

Play Production (5 positions)
 Tamara Benc – 1 Position
 Dana Parkhill – 1 Position
 Carol DelConte – 3 Positions

Student Council Advisor – Tamara Benc

Yearbook Advisor – Margaret Hak

16. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the 7th grade field trip to Stokes State Forest from October 10-12, 2018.

17. Move to approve upon the recommendation of the Chief School Administrator, the following substitute rates of pay for the 2018-2019 school year:

Paraprofessional	\$ 11.00 per hour
Teacher	\$ 90.00 per day
Secretary	\$ 12.00 per hour
Nurse	\$ 125.00 per day
Custodian	\$ 15.00 per hour
Security	\$ 8.00 per hour

18. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Supervisor of Buildings & Grounds, the following staff as substitute school bus drivers for the 2018-2019 school year on an as needed basis:

- A. Matthew Burke
- B. Jorge Castano
- C. Leonard DiStefano
- D. Oscar Lucero
- E. Thomas Spera

19. Move to approve, upon recommendation of the Chief School Administrator, agreements between the Garwood Board of Education and the following nursing services to provide substitute nursing services for the 2018-2019 school year:

- A. Bayada Nursing Services
- B. Horizon Healthcare Staffing

20A. Move to approve upon the recommendation of the Chief School Administrator, Reappointment of the following substitute personnel for the 2018-2019 school year:
Substitute Teachers/Substitute Paraprofessionals/Substitute Nurse/Substitute Secretary

Archer, Monica	Allen, Jeanine	Asterita, Adrienne
Bree, Katherine	Brown, Shelley	Chernov, Heather
Coates, Denise	Domingues, Cristina	Emmons, Meghan
Furstenburg, Mary Corrine	Graham, Russell	Grogan, Jacqueline
Herz, Rachel - nurse	Imtiaz, Aimen	Jacinto, Nicole
Koutsoulis, Sophia	Knutson, Laura	Koczon, Katie
Kruse, Crystal	Marano, Nicollette	Mirenski, Paula
Mondi, Anthony	Mucci, John	Quinty, Megan
Robinson, Michele	Runsins, Mark	Segebade, Leslie
Silverman, Amy	Smith, Amanda	Stahnke, Rhiannan
Storti, Amanda	Warner, Leah	Zeron, Jennifer

ROLL CALL:

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

*Mr. DelConte abstained from voting on number 15
 **Mrs. Langston voted no to number 3

20B. Move to approve upon the recommendation of the Chief School Administrator, Reappointment of the following substitute personnel for the 2018-2019 school year:
Substitute Teachers/Substitute Paraprofessionals/Substitute Nurse/Substitute Secretary

Piarulli, Kara

ROLL CALL:

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

XVII. OLD BUSINESS

Strategic Plan dates for BOE meetings will be distributed by Dr. Quigley to the Board for confirmation/feedback.

XVIII. NEW BUSINESS

The 9/18 BOE meeting will start with an Executive Session and will begin at 7 p.m.

XIX. ADJOURNMENT

Motion to adjourn made at 8:45 p.m.

Moved by: L. Koenig
Seconded by: S. Piarulli
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