

**GARWOOD BOARD OF EDUCATION  
GARWOOD, NEW JERSEY  
REGULAR MEETING AGENDA  
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:**

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

**III. OTHERS PRESENT**

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

**IV. FLAG SALUTE**

**V. 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:**

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

**VI. PRESENTATION - ABR Self-Assessment**

**VII. 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

**Education Foundation of Garwood**

T. Roland, Delegate

**New Jersey School Board Association on December & June**

T. Roland, Delegate  
Alternate: A. Langston

**Representative to the Borough Council**

A. DelConte

**Union County Educational Services Commission**

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

**Union County School Boards Association**

T. Simitz, Delegate  
Alternate: A. Langston

**IX. SUPERINTENDENT'S REPORT**

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

Moved by:

Seconded by:

Motion carried:

\*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.**

## **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 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:**

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

**XII. 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:**

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

**XIII. 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<br>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:**

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

**XIV. 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 Rolls 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 |

**XV. 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 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 teacher 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 7<sup>th</sup> 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  |





**XVIII. 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:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> personnel matter, staff | <input type="checkbox"/> safety and protection of property |
| <input type="checkbox"/> personal matter, student           | <input type="checkbox"/> contract negotiations             |
| <input type="checkbox"/> litigation                         | <input checked="" type="checkbox"/> 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:     p.m.**

**Time returning to public session:     p.m.**

**XIX. ADJOURNMENT**

Motion to adjourn made at     p.m.

Moved by:  
Seconded by:  
Motion carried:

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

Respectfully submitted,

\_\_\_\_\_  
Eric Larson, SBA/BS