

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
NOVEMBER 20, 2018**

I. CALL TO ORDER

The meeting was called to order at 7:00 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> P <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

*Mrs. Groning arrived at 7:02
**Ms. Roland arrived at 7:25

III. OTHERS PRESENT

 P Dr. Teresa Quigley, Superintendent
 P Mrs. Debra LeBrun, SBA/BS
 P Ms. Hope Blackburn, 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 may or may not return to public session to take action:

<u> </u> X <u> </u> 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 <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: 7:10 p.m.

Time returning to public session: 7:38 p.m.

VI. ANNOUNCEMENT OF UNOFFICIAL RESULTS OF SCHOOL ELECTION:

- 3 – Three year terms: Mrs. Denise Ridente – 657
 Mr. Ralph Trentacosta – 613
 Mrs. Maureen Scepkowski – 554

- Dr. Mary Ann Kjetsaa – 540
 Mr. Joseph Miceli – 484

VII. APPROVAL OF MINUTES

- Minutes of the October 16, 2018 regular meeting
- Minutes of the October 16, 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> AB <u> </u> Mrs. S. Groning | <u> </u> AB <u> </u> Mrs. A. Langston | <u> </u> Y <u> </u> Mrs. T. Simitz |
| <u> </u> M <u> </u> Dr. M. Kjetsaa | <u> </u> S <u> </u> Mr. S. Piarulli | <u> </u> Y <u> </u> Miss C. Guerriero |

VIII. PRESENTATION – Honor Society

IX. COMMITTEE REPORTS:

- | | |
|---------------------------------------|---------------------------|
| Policy | C. Guerriero, Chairperson |
| Building & Grounds/Finance | S. Groning, Chairperson |
| | A. DelConte |
| | T. Roland |
| | S. Piarulli |

The meeting was held on 11/12 discussed were vaping; the HVAC gym unit is in need of repairs; Issues with the LED lighting; Increasing the substitute nurse rate; Ordering Quickbooks for accounting purposes; The QPA waiver and it’s statute.

Education

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

Mrs. Simitz reported that the meeting was held on 11/5. Discussed were the new Science standards; Revised curriculums for Social Studies, Library Applications and Computer Applications; On-line scheduling for grades K-4 parent/teacher conferences; Possible installation of vaping alarms; Having a nurse on retainer; NJQSAC; Science Teacher.

X. LIAISON REPORTS:**Clark Board of Education**

C. Guerriero, Delegate

Miss Guerriero reported that at the 11/5 meeting two students were recognized as National Merit Commended Scholars; Mr. Grande presented PARCC scores; The Advanced TV and K-12 Dance curriculum were approved for the 2018-2019 school year; A dual enrollment program with Union County College was approved for the 2018-2019 school year. The next meeting is on 12/3.

Education Foundation of Garwood

T. Roland, Delegate

Ms. Roland reported that there will be a fundraiser at The Station on 11/29.

Representative to the Borough Council

A. DelConte

Mr. DelConte reported that at the 10/9 meeting Mayor Awards were presented to the Police Youth Academy students; Chief Wright presented merit awards to members of the his department; Updates to redevelopment projects were discussed; Garwood was certified as a sustainable borough by Sustainable NJ; Senior Brunch will take place on 10/21. At the 10/23 meeting the temporary ice skating rink was discussed; Garwood Police Dept. is participating in No-Shave November; Historical Committee is selling Christmas ornaments.

Union County Educational Services Commission

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

Miss Guerriero reported that at the 11/7 meeting the principal from Hillcrest Academy South held a presentation about their Hope (Hillcrest Opens Possibilities for Everyone) program; The retirement of the superintendent of UC Votech was announced; Transportation contracts were amended; The superintendent provided an extensive report of activities throughout the district.

Union County School Boards Association

T. Simitz, Delegate
 Alternate: A. Langston

Miss Guerriero reported that she attended the 11/14 meeting along with Dr. Kjetsaa and Mr. DelConte. The NJSBA President presented information on the task force for the non-college

bound learner; New board member orientation dates were announced 1/12-1/14 and 2/22-2/24; Guest speaker spoke on increasing student achievement.

NJSBA Delegates Assembly

Dr. Kjetsaa reported the she and Miss Guerriero attended the NJSBA Delegates Assembly on 11/17. The Delegates Assembly meets twice a year and consists of representatives from all member boards. President Daniel Sinclair reported on a recently released report by NJSBA from the Career and Technical (CTE) Task Force on educational opportunities for Non-college Bound Students in New Jersey, the 2018 Workshop “Engaging Every Child” with 8000 attendees, a popular STEAM competition, and Dr. Repollet, Commissioner of Education. The NJSBA is currently working on a report on school climate and delivery of health services during 2019-2020. This report topic is a direct result of the interest and at the direction of the previous Delegate Assembly held in May of 2018.

XI. SUPERINTENDENT’S REPORT

Dr. Quigley stated that there were no bullying reports this month; Discussed the snow storm on 11/15; The 8th grade play was the previous weekend; NJQSAC; Thankful for Thanksgiving and the school community.

Resolved that the Garwood Board of Education accepts the November 2018 Superintendent’s report. Moved by: M. Kjetsaa Seconded by: A. Langston 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.

XII. 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.

Jennifer Blumenstock asked about the Special Education policies and review.

Bruce Paterson thanked all candidates for running; Asked how many students had straight As; Asked if Pete Capadece was a previous board member.

XIII. 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 September 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 \$1,041,212.71.
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 September 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 September 2018 as submitted and certified.

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>Y</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 check # 012963, 013000, 013035
 **Dr. Kjetsaa abstained from check # 013110
 ***Mrs. Langston abstained from check # 012879

XIV. BUILDING AND GROUNDS COMMITTEE

1. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Supervisor of Building and Grounds, the use of the gym by the Garwood Recreation Department from November 26, 2018 thru February 28, 2018, Monday thru Thursday and Fridays as needed between 6:00 p.m. and 9:00 p.m. at a cost of \$250.

ROLL CALL:

<u>Y</u> Mr. A. DelConte	<u>NP</u> Ms. L. Koenig	<u>Y</u> Ms. T. Roland
<u>Y</u> Mrs. S. Groning	<u>S</u> Mrs. A. Langston	<u>M</u> Mrs. T. Simitz
<u>Y</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. 2460	Special Education
Policy No. 2260.1	Special Education Location, Identification and Referral

- Policy No. 2260.2 Special Education – Evaluation Guidelines
- Policy No. 2260.3 Special Education – Individualized Education Program (IEP),
Reevaluation and Related Services
- Policy No. 2260.4 Special Education – Placement in Least Restrictive
Environment
- Policy No. 2260.5 Special Education – Participation in Statewide and Districtwide
Assessment
- Policy No. 2260.6 Special Education – Procedural Safeguards
- Policy No. 2260.7 Special Education – Free Appropriate Public Education
- Policy No. 2260.8 Special Education – Early Intervention Program (EIP)
Transition/IEP Implementation by Third Birthday
- Policy No. 2260.9 Special Education – Full Educational Opportunity
- Policy No. 2260.10 Special Education – Pupil Records
- Policy No. 2260.11 Special Education – Requirement for Services for Nonpublic
School Pupils
- Policy No. 2260.12 Special Education – Private School Pupils-Special Education
and Related Services
- Policy No. 2260.13 Special Education – Personnel
- Policy No. 2260.14 Special Education – In-Service Training

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

- Policy No. 2224 Nondiscrimination/Affirmative Action
- Policy No. 2240 Research, Evaluation and Planning
- Policy No. 2255 Action Planning for State Monitoring NJQSAC New Jersey
Quality Single Accountability Continuum

ROLL CALL:

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

XVI. COMMITTEE OF THE WHOLE

1. Move to approve, upon recommendation of the Chief School Administrator, the findings and decisions presented at the October 16, 2018 board meeting regarding bullying incidents H-1 and H-2.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the NJQSAC Statements of Assurances for the 2018-2019 school year to be submitted to the New Jersey Department of Education.
3. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Francesca Florio to mentor Amanda Storti for the 2018-2019 school year in accordance with the negotiated teachers’ contract.

4. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal the appointment of Joanne Bussetti as a substitute teacher and a substitute paraprofessional for the remainder of the 2018-2019 school year.
5. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Adriana Tedeschi as a substitute nurse pending a criminal history background check and mantoux results.
6. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Supervisor of Buildings & Grounds, Nina Kramkowski as a substitute school bus driver for the 2018-2019 school year on an as needed basis pending a criminal history background check and mantoux results.
7. Move to approve, upon recommendation of the Chief School Administrator and the Lincoln School Principal the following individual for field placement one day per week from January 22, 2019 – May 15, 2019:

Anthony Mondì – Physical Education – Matthew Burke

8. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the G&T field trip to Rahway Valley Sewerage Authority on November 19, 2018.
9. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of the following to the extra-curricular position for the 2018 - 2019 school year as per the negotiated agreement. Clubs must have a minimum of 15 participants and a maximum of 20 participants:

School Spirit Club – Tamara Benc
Mustang Works of Heart Club – Carol Del Conte

10. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the following individuals for home instruction for the 2018-2019 school year at the approved hourly rate of pay of \$45.00:

A. Tamara Benc B. Sarina Drummond C. Janine Murray

11. Move to approve, upon recommendation of the Chief School Administrator, Debi LeBrun to attend the ESSA and Submission of Audsum seminar on November 1, 2018 at a cost of \$100.
12. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the updated science curriculum.
13. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the following revised curriculums:

A. Computers/Technology B. Library C. Social Studies

14. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Certified School Nurse the 2018-2019 Nursing Plan.

15. Move to approve, upon recommendation of the Chief School Administrator, increasing the substitute nurse pay to \$210 per day .

ROLL CALL:

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

XVII. OLD BUSINESS

The third Strategic Planning meeting rescheduled to 12/11 at 7:00 p.m. due to weather.

Miss Guerriero conducted a review and discussion of the Action Plans developed by herself, Mr. DelConte, and Dr. Kjetsaa as a proposed guide to the completion of the 2018-19 BOE goals. Several suggestions were made from the discussion.

XVIII. NEW BUSINESS

Education Committee meeting will be held on 12/5 at 7:00 p.m.; B&G/Finance meeting will be held on 12/12 at 7:00 p.m.

Dr. Kjetsaa reported on her attendance at the NJSBA’s “Engaging Every Child” workshop held October 22-25, 2018. She passed out copies of the workshop program schedule book for review by the board members. She described the set-up of the workshop (small group sessions, lab sessions, large group sessions, keynote speakers, student performances, and an area filled with education related vendors and service companies) with a variety of session topics and activities going on simultaneously during the day. The topics and information was excellent and she encouraged the board to think about encouraging two or three members to attend the workshop next year and bring back information. Then, Dr. Kjetsaa gave specific information on two workshops that she attended on the new NJSBA - CSA Evaluation Tool. She talked about what it included and how to use of it.

XIX. ADJOURNMENT

Motion to adjourn made at 9:30 p.m.

Moved by: S. Piarulli
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,

Debra LeBrun, SBA/BS