

**GARWOOD BOARD OF EDUCATION  
GARWOOD, NEW JERSEY  
REGULAR MEETING MINUTES  
SEPTEMBER 17, 2019**

**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 <b>Mr. A. DelConte</b>	<u>  </u> NP <b>Ms. L. Koenig</b>	<u>  </u> P <b>Mrs. M. Scepkowski</b>
<u>  </u> P <b>Mrs. S. Groning</b>	<u>  </u> P* <b>Mr. S. Piarulli</b>	<u>  </u> P <b>Mrs. T. Simitz</b>
<u>  </u> P <b>Miss C. Guerriero</b>	<u>  </u> P <b>Mrs. D. Ridente</b>	<u>  </u> P <b>Mr. R. Trentacosta</b>

\*Mr. Piarulli arrived at 7:04 p.m.

**III. OTHERS PRESENT**

<u>  </u> P <b>Dr. Teresa Quigley, Superintendent</b>
<u>  </u> P <b>Mrs. Debra LeBrun, SBA/BS</b>
<u>  </u> P <b>Mr. John Geppert, Board Attorney</b>

**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 <b>personnel matter, staff</b>	<u>      </u> <b>safety and protection of property</b>
<u>      </u> <b>personal matter, student</b>	<u>      </u> <b>contract negotiations</b>
<u>      </u> <b>litigation</b>	<u>  </u> X <b>other permitted by law</b>

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: 7:04 p.m.**

**Time returning to public session: 7:40 p.m.**

**VI. APPROVAL OF MINUTES**

Minutes of the August 13, 2019 regular and executive sessions meetings

**II. ROLL CALL:**

<u>Y</u> Mr. A. DelConte	<u>NP</u> Ms. L. Koenig	<u>M</u> Mrs. M. Scepkowski
<u>Y</u> Mrs. S. Groning	<u>Y</u> Mr. S. Piarulli	<u>Y</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>S</u> Mrs. D. Ridente	<u>Y</u> Mr. R. Trentacosta

**VII. PRESENTATIONS**

Gwen Thornton – NJSBA – Committee of the Whole – Explained the difference between having separate BOE committees and a Committee of the Whole

Dr. Teresa Quigley – Strategic Planning – Discussed the Strategic Plan 2018-2022. Dr. Quigley explained the 4 broad goals and 4 more specific goals. Mrs. LeBrun will be heading the website committee will be getting started

Mary Emmons and Theresa Parkhill – ABR – Explained the anti-bullying regulations and that there is a curriculum for all grades.

**VIII. COMMITTEE REPORTS:**

**Building & Grounds/Finance**

S. Groning, Chairperson  
A. DelConte  
S. Piarulli  
R. Trentacosta

No report.

**Education/Policy**

M. Scepkowski, Chairperson  
C. Guerriero  
D. Ridente  
T. Simitz

No report.

**IX. LIAISON REPORTS:**

**Clark Board of Education**

T. Simitz, Delegate

Mrs.Simitz reported that the meeting was held on 9/9. Discussed were the teacher’s first day was on 9/3; Professional Development was held for the teachers on 9/4; Freshman orientation was held on 9/4; 9/5 was the first day of school for students; Back to school night was held on 9/17; The next meeting is 10/7.

**Education Foundation of Garwood**

M. Scepkowski, Delegate

The first meeting is 9/19.

**Representative to the Borough Council**

A. DelConte, Delegate

No report.

**Union County Educational Services Commission**

L. Koenig, Delegate  
Alternates:  
C. Guerriero  
M. Scepkowski

No report.

**Union County School Boards Association**

S. Groning, Delegate  
Alternate: M. Scepkowski

The next meeting is 9/27 at the Westwood.

**X. SUPERINTENDENT’S REPORT**

Dr. Quigley introduced two new teachers, Ms. Libutti and Ms. Tarantino; Thanked the PTA for the welcome breakfast; Thanked the school community for helping to raise \$800 for the Red Cross towards hurricane Dorian relief; Back to School night was a success; The PTA book fair was also a success and the teachers were grateful for the books they received; Discussed the Jets Upstander of the Week which includes 2 tickets to a Jets game and a free parking pass. Congratulated Brielle Calhoun for being the first winner of the school year; The NJSLA test scores have been mailed out; Suggested going to a Committee of the Whole meeting to do a test run; SEL is using the book Wonder; Looking forward to a great school year.

Resolved that the Garwood Board of Education accepts the September 2019 Superintendent’s report. Moved by: S. Piarulli      Seconded by: S. Groning      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. Th 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**

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

M. Kjetsaa, 350 Hickory Lane – Asked what the Board goals and action plan are.

D. Parkhill, 236 Locust Ave. – Asked if the Committee of the Whole minutes will be made public.

K. LeFever, 421 4<sup>th</sup> Ave. – Asked about using the gym for baseball practice and upgrading the field at Washington School.

J. Ryan, 321 Cedar St. – Expressed concern that the students visit the library while the library is open to the public.

D. Peniche, 601 Center St. – Asked about the increasing cost of health insurance being taken into consideration during teacher contract negotiations.

A. Silverman, 351 Hazel Ave. – The PTA made \$1,000 at the back to school book fair and they were able to supply all the teachers with their book wish lists.

B. Paterson, 325 Willow Ave. – Asked about Committee of the Whole on the agenda; Commented that he likes the board made out of recycled materials; Asked if the Board will give a report after attending the NJSBA convention; Asked about the budget increase.

## **XII. FINANCE COMMITTEE**

1. Move to approve, upon the recommendation of the Chief School Administrator and the SBA/BS, the attached list of budget transfer for the month of August 2019.
2. Move to approve, upon the recommendation of the Chief School Administrator and the SBA/BS, the payment of the August 2019 bills in the amount of \$ 704,518.42.
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 August 2019; 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 August 2019 as submitted and certified.

- 4. Move to approve, the FY19 NJSIG, Safety Grant Submission and Acceptance: Be it Resolved that the Board of Education, upon recommendation by the School Business Administrator, authorize the submission of the FY19 NJSIG Safety Grant Application in the total of \$3,204.24 and hereby accept the award of funds upon subsequent approval of the application. The funds for this grant are to be disbursed in accordance with the provision of the grant.

**ROLL CALL:**

<u>Y*</u> Mr. A. DelConte	<u>NP</u> Ms. L. Koenig	<u>S</u> Mrs. M. Scepkowski
<u>Y</u> Mrs. S. Groning	<u>Y</u> Mr. S. Piarulli	<u>Y</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>Y</u> Mrs. D. Ridente	<u>M</u> Mr. R. Trentacosta

\*Mr. DelConte abstained from item 2 PO# 26

**XIII. BUILDING AND GROUNDS COMMITTEE**

- 1. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation, with the Lincoln School Principal, the use of the gym, music room, cafeteria, and science room by Mr. Gonzalez for 8<sup>th</sup> grade play practices on the following Saturdays: 9/21; 10/5; 10/12; 10/19; 10/26; 11/2 and Thursday, 11/7. The date for the 8<sup>th</sup> grade play is November 22-23, 2019.

**ROLL CALL:**

<u>Y</u> Mr. A. DelConte	<u>NP</u> Ms. L. Koenig	<u>S</u> Mrs. M. Scepkowski
<u>Y</u> Mrs. S. Groning	<u>Y</u> Mr. S. Piarulli	<u>M</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>Y</u> Mrs. D. Ridente	<u>Y</u> Mr. R. Trentacosta

**XIV. EDUCATION COMMITTEE**

- 1. Move to approve, upon recommendation of the Chief School Administrator, the McRel Teacher/Administrator Evaluation for the 2019 - 2020 school year.

**ROLL CALL:**

<u>Y</u> Mr. A. DelConte	<u>NP</u> Ms. L. Koenig	<u>Y</u> Mrs. M. Scepkowski
<u>M</u> Mrs. S. Groning	<u>Y</u> Mr. S. Piarulli	<u>Y</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>S</u> Mrs. D. Ridente	<u>Y</u> Mr. R. Trentacosta

**XV. POLICY COMMITTEE**

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

Policy 4111	Recruitment, Selection and Hiring
Policy 4111.1	Nondiscrimination/Affirmative Action
Policy 4111.2	Certification
Policy 4112.4	Employee Health Examinations
Policy 4112.6	Personnel Records
Policy 4112.8	Nepotism
Policy 4113/4114	Assignment/Transfer
Policy 4115	Supervision

**ROLL CALL:**

- |                                              |                                            |                                               |
|----------------------------------------------|--------------------------------------------|-----------------------------------------------|
| <u>  </u> <u>  </u> <b>Mr. A. DelConte</b>   | <u>  </u> <u>  </u> <b>Ms. L. Koenig</b>   | <u>  </u> <u>  </u> <b>Mrs. M. Scepkowski</b> |
| <u>  </u> <u>  </u> <b>Mrs. S. Groning</b>   | <u>  </u> <u>  </u> <b>Mr. S. Piarulli</b> | <u>  </u> <u>  </u> <b>Mrs. T. Simitz</b>     |
| <u>  </u> <u>  </u> <b>Miss C. Guerriero</b> | <u>  </u> <u>  </u> <b>Mrs. D. Ridente</b> | <u>  </u> <u>  </u> <b>Mr. R. Trentacosta</b> |

**XVI. COMMITTEE OF THE WHOLE**

- 1. Move to approve, with regrets, upon the recommendation of the Chief School Administrator, the resignations:
  - A. Christine Silecchia effective September 1, 2019
  - B. Vincent Gilstrap effective November 12, 2019

- 2. Move to approve, upon the recommendation of the Chief School Administrator, tenure status to the following certificated staff members:

Cheryl Paolino – Tenure date 9/8/2019

- 3. Move to approve, upon the recommendation of the Chief School Administrator and the Lincoln School Principal, a maternity/disability leave of absence for Stephanie Zultanky to commence on or about November 27, 2019 until March 2, 2020. Twenty accumulated paid sick days will be used during leave of absence.
- 4. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Tamara Benc to continue mentoring Kathryn Bree for the 2019-2020 school year in order to complete the required 30 weeks in accordance with the negotiated teachers’ contract (\$550).
- 5. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of the following as mentors for the 2019-2020 school year in accordance with the negotiated teachers’ contract (\$550):

- |                                  |                                         |
|----------------------------------|-----------------------------------------|
| A. Cheryl Paolino – Cara Musella | B. Crystal Spagnuolo – Danielle Libutti |
|----------------------------------|-----------------------------------------|

6. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal the appointment of the following substitute teachers for the 2019-2020 school year pending a satisfactory criminal history background check and mantoux results:

A. Megan Campbell      B. Lauren DelMonico      C. Jennifer Polizzi

7. Move to approve, upon the recommendation of the Chief School Administrator, Reappointment of the following substitute personnel for the 2019-2020 school year:

**Substitute Teachers/Substitute Paraprofessionals/Substitute Nurse/Substitute Secretary**

Archer, Monica	Brinkerhoff, Ryan	Coates, Denise
Emmons, Meghan	Koutsoulis, Sophia	Piarulli, Kara
Quinty, Megan	Silverman, Amy	

8. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of the following to the extra-curricular positions for the 2019 - 2020 school year as per the negotiated agreement:

Homework Club

A. Tamara Benc      B. Patricia Elias      C. Fran Florio  
 D. Janine Murray      E. Cheryl Paolino

9. Move to approve, upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the following individuals for home instruction for the 2019-2020 school year at the approved hourly rate of pay of \$45.00:

A. Sarina Drummond      B. Janine Murray

10. Move to approve, upon the recommendation of the Chief School Administrator, in Cooperation with the Lincoln School Principal, the following field trips the 2019-2020 school year::

Kindergarten	Von Thun’s Farm
First Grade	Turtle Back Zoo
Second Grade	NJ Sea Grant Consortium
Third Grade	Liberty Hall Museum
Fourth Grade	Sterling Mining Museum
Fifth Grade	Liberty Science Center
Sixth Grade	Somerset County Environmental Education Center
Seventh Grade	Stokes State Forest

11. Move to approve, Dr. Teresa Quigley, Chief School Administrator, to attend the Superintendents’ Study Council, Women’s Leadership Breakfast on 9/25/19 at Morris-Union Jointure Commission, New Providence, NJ. The workshop registration fee is \$25.00.

12. Move to approve upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal Words of Advice Literacy to provide K-5 coaching in ELA at a cost not to exceed \$18,500.

**ROLL CALL:**

<u>Y*</u> Mr. A. DelConte	<u>NP</u> Ms. L. Koenig	<u>M</u> Mrs. M. Scepkowski
<u>Y</u> Mrs. S. Groning	<u>Y**</u> Mr. S. Piarulli	<u>S</u> Mrs. T. Simitz
<u>Y</u> Miss C. Guerriero	<u>Y</u> Mrs. D. Ridente	<u>Y</u> Mr. R. Trentacosta

\*Mr. DelConte abstained from item 11  
 \*\*Mr. Piarulli abstained from item 7 – Kara Piarulli

**XVII. OLD BUSINESS**

None

**XVIII. NEW BUSINESS**

Mrs. Scepkowski gave a brief report about the leadership training and handed out information to the Board.

Miss. Guerriero stated that the Board needs to go over the goals and action plan. Goal 3 should be revised; Asked about changing to Committee of the Whole.

Mr. Trentacosta asked when the BOE meeting agenda is posted on the website; Stated that he wanted information on the budget.

Mr. Piarulli asked why the BOE meeting agenda is not posted earlier.

Miss. Guerriero congratulated Dr. Quigley on completing her 30<sup>th</sup> year in Garwood.

Mrs. Groning congratulated Mr. Piarulli on completing his Master’s degree.

**XIX. ADJOURNMENT**

Motion to adjourn made at 9:50 p.m.

Moved by: S. Piarulli  
 Seconded by: R. Trentacosta  
 Motion carried: All Ayes

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



Respectfully submitted,

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Debra LeBrun, SBA/BS