

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
SPECIAL MEETING MINUTES
NOVEMBER 12, 2019**

I. CALL TO ORDER

The meeting was called to order at 7:03 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> Mrs. M. Scepkowski
<u> </u> NP <u> </u> Mrs. S. Groning	<u> </u> P <u> </u> Mr. S. Piarulli	<u> </u> P <u> </u> Mrs. T. Simitz
<u> </u> P <u> </u> Miss C. Guerriero	<u> </u> P <u> </u> Mrs. D. Ridente	<u> </u> P <u> </u> Mr. R. Trentacosta

III. OTHERS PRESENT

 P Dr. Teresa Quigley, Superintendent
 P Mrs. Debra LeBrun, SBA/BS
 P Mr. John Geppert, Board Attorney
 P Mr. Tom Spera, B&G

IV. FLAG SALUTE

C. Guerriero asked all board members to speak into the microphone and then went on to discuss the purpose behind Committee of a Whole.

VII. PRESENTATION – School/District Goal Update

Dr. Quigley: adopted 4 district goals in August and they were discussed.
Mrs. Emmons will do her comparison report next meeting.
Mr. Gambino will also be here to discuss safety and security

Website Committee is also underway with improvements already made to the site.

- M. Scepkowski: Can the goals and the action plans be on the website? The answer is yes, but we are cleaning it up first.

- M. Scepkowski: Will we be getting measurements on data to see if this is even worth it? Yes.
- R. Trentacosta: How are we advertising the changes being made? We aren't yet. We are still cleaning it open.
- M. Scepkowski: Can we do this for the public when ready? Yes
- R. Trentacosta: Going back to the SEL learning. It sounds like there is a lot of group work doing? Where can the shy people go? Dr. Quigley explained the process.
- M. Scepkowski: Is there a form for kids to fill out if they want to talk to someone? Kids can go to the SAC coordinator at any time or there is a form they can fill out.
- M. Scepkowski: Is there a calendar for PD for the district? Yes, we can share it with you?

VIII. COMMITTEE REPORTS:

Building & Grounds – Mr. Spera

- Vape detector testing: testing went well and we have not had a true incident yet
- Plumbing problems: some pipes have gone bad
- Basketball season - Mr. Spera bus driver: lost a bus driver due to low pay
- Elevator repair update: elevators are up and running after needing some repair
- Additional security cameras: possibly 2 for the playground
- Garwood Recreation use of the gym
- Lead testing report: we have been tested for lead in the water and we passed
- Gym floor: discussed the expense of gym floor when needing for it to be ripped up. The mercury levels are still within NJ standards so we are currently okay.

Finance – Mrs. LeBrun

- Comprehensive Maintenance Plan Report: discussed the 10 year trend of maintenance costs
- DRTRS report: the report helps determine state aid for the district
- Cooperative Purchasing agreement: we use a COOP to keep the cost of electric and gas down
- Excess surplus from 2018-2019 to capital reserve: \$59,959.68 going to capital reserve
- Increase in minimum wage effective January 2020
- Budget planning 2020-2021 is underway

Policy – Miss Guerriero

Policy 4122	Student Teachers/Interns
Policy 4123	Classroom Aides (Paraprofessionals)
Policy 4131/4131.1	Staff Development, In-Service Education/Visitation/Conferences
Policy 4138	Non-school Employment

Policy 4138.2	Private Tutoring
Policy 4147	Employee Safety
Policy 4151	Staff Patterns
Policy 4151.1	Personal Illness and Injury/Health Hardship
Policy 4222	Noninstructional Aides
Bylaw	Public and Executive Sessions

Discussed Policy 4138.2 and clarifying the wording.

Discussed 9322. The wording would stay the same, but add the piece submitted by Mr. Geppert.

R. Trentacosta: Is the school equipped to handle the request? Dr. Quigley let him know it could work with more notice.

Discussed further what was allowed, how much notice needs to be given. etc.

Agreed to 3 per 3 year term with notice by 9am Monday morning.

All ADA restrictions should be brought to the board in executive session prior.

Dr. Quigley: Hypothetically speaking: If a HS student at ALJ or UCVTS are suspended from their school, does Garwood have any rights to not allow them to our school for an activity that involves family? Mr. Geppert said no. It applies to the school which they were suspended from.

Education – Dr. Quigley

- NJ Education Week: parents will come in and observe their children’s classrooms
- Parent/Teacher Conferences: less half days, sign up genius
- Nursing Plan: discussed the state nurses report
- NJQSAC: we will not be up for another QSAC for another two years. We will not need another Statement of Assurance
- Staffing (discussed during exec session)
 - Mentoring
 - Maternity leave replacement
 - Substitute teachers
 - Paraprofessionals

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.

- Dr. Kjetsaa 350 Hickory
 Are we getting more than bid for the gym floor? Yes
 Will there be minutes from this meeting? Yes
 Best Practice? Christine said that will be under Old Business

- Jessica Rivera Cedar Street
Does a sub need to be called if the nurse is out? No, but we always try to get one however, someone in the building must be CPR, AED, and first aid certified.
- Rachel Herze 61 4th Avenue
What is the process without a sub nurse? We have a relationship with Brookside Place School in Cranford if there is an absolute emergency.
- Debbie Pinichi 601 Center Street
When can we retest the gym floors to see the levels? We will ask Tom to check on cost.
- Bruce Patterson 325 Willow Ave
 1. Do the legal costs go up because of the extra meeting? No
 2. Did the energy costs go up due to the increase to keep the mercury levels stable? No
 3. Mercury appears to vaporize, is it possible to go down? Not when it's in the concrete.
 4. If you turn the valves ¼ turn it will not allow the build up to freeze the pipes.
 5. What happened to the district newsletter? Due to the website, it wasn't necessary.
 6. Maybe we should invite new members into executive session so they can see what it's like. We can't because they have not completed their ethics training, fingerprinting, or sworn in. It was noted that the municipalities work differently than school districts.

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:

- | | |
|---|--|
| <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: 9:15 p.m.

Time returning to public session: 10:21 p.m.

M: D. Ridente S: T. Simitz All Ayes

XVII. OLD BUSINESS

M. Scepkowski asked for an update on the MUJC. Dr. Quigley said we are not joining or becoming a member. It is not cost effective to join, but we can join committees for free with an invitation by the MUJC Superintendent.

Cleared up the difference between the members for PD or committees.

C. Guerriero made a note that board members should not be dictating what we recommend to the superintendent and over stepping our legal authorization. Mr. Geppert agreed.

T. Simitz would like to encourage the board members to look at the best practices document. It is on the drive and should be finalized by the end of the year.
Also, it was brought up looking into National Honor Society. Looking into membership cost and stipend cost and feels it would be worthwhile club to look into to.

XVIII. NEW BUSINESS

D. Ridente brought up the NJSBA the mental health evaluation and discussed that further.

M. Scepkowski discussed unified sports in New Jersey.

R. Trentacosta asked if we were going to consider broadcasting our meetings.

C. Guerriero said it was something to consider.

XIX. ADJOURNMENT

Motion to adjourn made at 10:22 p.m.

Moved by: D. Ridente

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,

Debra LeBrun, SBA/BS