

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
SPECIAL MEETING MINUTES
MAY 5, 2020**

I. CALL TO ORDER

The meeting was called to order at 7:03 p.m. by Board President Ralph Trentacosta via an on-line platform.

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> Mrs. A. Barnes	<u> </u> P <u> </u> Mr. A. DelConte	<u> </u> P <u> </u> Miss C. Guerriero
<u> </u> P <u> </u> Dr. M. Kjetsaa	<u> </u> P <u> </u> Ms. L. Koenig	<u> </u> P <u> </u> Mrs. D. Ridente
<u> </u> P <u> </u> Mr. T. Ryan	<u> </u> P <u> </u> Mrs. M. Scepkowski	<u> </u> P <u> </u> Mr. R. Trentacosta

III. OTHERS PRESENT

 P Dr. Teresa Quigley, Superintendent
 P Mrs. Ana Pfalzgraf, SBA/BS
 P Mr. John Geppert, Board Attorney

IV. APPROVAL OF MINUTES

Minutes of the February 18, 2020 regular and executive session meetings
Minutes of the March 9, 2020 COW and executive session meetings
Minutes of the March 17, 2020 regular meeting

ROLL CALL:

<u> </u> Y <u> </u> Mrs. A. Barnes	<u> </u> Y <u> </u> Mr. A. DelConte	<u> </u> M <u> </u> Miss C. Guerriero
<u> </u> Y <u> </u> Dr. M. Kjetsaa	<u> </u> Y* <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Mrs. D. Ridente
<u> </u> S <u> </u> Mr. T. Ryan	<u> </u> Y <u> </u> Mrs. M. Scepkowski	<u> </u> Y <u> </u> Mr. R. Trentacosta

*Ms. Koenig abstained from the 2/18/2020 minutes

V. SUPERINTENDENT’S REPORT

Dr. Quigley discussed remote learning; Guidelines from the State; Educator of the Year, Mrs. Hak.

Honor Society

Certificates will be mailed to the following students who received straight As:

Christopher A. Anastasio	Valeria Espinopza Carranza	Isabela H. Lind	Samuel D. Popovic
Danielle R. Archer	Mira Faustino	Christopher Lopez	Leonardo Q. Ruggiero
Cordelia M. Baker	Noah M. Gibson	Caitlyn E. Marcazo	Anne C. Ryan
Lena R. Blumenstock	Allison R. Gilbride	Matthew Marczydlo	Toni Shaw
Zoey A. Brown	Kennedy P. Hartenstein	Dylan D. Mason	Lia G. Simitz
Nyla L. Castro	Vanessa Hechevarria	Addison L. Meyer	Chase Trentacosta
Olivia M. Castro	Abigail H. Henkel	Emmalee M. Miller	Ava I. Wood
Kenneth R. Cruz	Richard Howard	Bellamy Molina	Kaeley N. Yurchak
Sofia Cruz	Courtney A. Kilmer	Michael J. Parente	
Anthony C. Di Iorio	Carl Knutson	Jack A. Pellino	

Resolved that the Garwood Board of Education accepts the April 2020 Superintendent’s report.

Moved by: R. Trentacosta Seconded by: M. Scepkowski Motion carried: M.Kjetsaa

*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.

VI. PRESENTATION

2020-2021 Budget – Ana Pfalzgraf

M. Scepkowski, 408 Hazel Ave – Asked about administrative costs and professional development.

S. Groning, 549 Myrtle Ave – Asked about banked CAP and tuition reserve.

B. Paterson, 225 Willow Ave – Asked about banked CAP; Tuition reserve; Capital reserve; Debt Service; Tuition for Clark and Special Ed students.

A.Blumenstock, 315 Spruce Ave – Asked about the \$50,000 difference between the preliminary budget and current budget.

K. Salmon, 80 Fourth Ave – Asked about homeowner’s tax impact.

S. Piarulli, 55 Fourth Ave – Stated that the Board should not vote on the current budget.

VII. 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.

B. Paterson, 225 Willow Ave – Asked how students were doing with remote learning.

K. Salmon, 80 Fourth Ave – The Board should be more professional and listen while others are speaking.

VIII. 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 February and March 2020.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the March 2020 bills in the amount of \$628,996.46 and the April 2020 bills in the amount of \$551,932.83.
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 February and March 2020; 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 months of February and March 2020 as submitted and certified.

4. WHEREAS, the Garwood Board of Education adopted a tentative budget on March 17, 2020 to be submitted to the Executive County Superintendent of Schools for approval;

and WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools; and

WHEREAS, the total amount of the budget for General Fund Expenses shall be **\$9,993,035** of which **\$9,362,961** shall be raised by tax levy; and

WHEREAS, the total amount of the budget or Special Revenue Fund Expense shall be **\$99,774** of which zero dollars shall be raised by tax levy; and

WHEREAS, the total amount of the budget for Debt Service Expense shall be \$530,300 of which **\$530,300** shall be raised by tax levy.

NOW, THEREFORE, BE IT RESOLVED that the Garwood Board of Education hereby adopts the 2020-2021 School Year budget; and

BE IT RESOLVED that there should be raised for the General Funds \$8,183,873 for the ensuing School year 2020-2021; and

BE IT RESOLVED that there should be raised for Debt Service Funds \$530,300 for the ensuing School Year 2020-2021.

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14. NOW, THEREFORE, BE IT RESOLVED, that the Garwood Board of Education hereby establishes the following maximums for the 2020 – 2021 year as follows:

Architecture/Engineering \$5,000 Legal \$30,000, Audit \$21,500 Physician \$2,000 For a total amount of \$58,500.

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

WHEREAS, the Garwood Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$20,000 for all staff and Board members.

- 5. Resolved that the GBOE, Chief School Administrator, in cooperation with the SBA/BS, approves the use of \$74,904 in banked CAP funds for the budget for the 2020-2021 school year and authorizes its submission to the Interim Executive County Superintendent of Schools for approval.

ROLL CALL:

Y* Mrs. A. Barnes Y Mr. A. DelConte M Miss C. Guerriero
Y Dr. M. Kjetsaa S Ms. L. Koenig Y** Mrs. D. Ridente
Y Mr. T. Ryan Y** Mrs. M. Scepkowski Y** Mr. R. Trentacosta

*Mrs. Barnes abstained from PO#000460 on the March Bills List
**Mrs. Ridente, Mrs. Scepkowski and Mr. Trentacosta voted no to item #4

IX. POLICY COMMITTEE

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

Policy 5131.7	Weapons and Dangerous Instruments
Policy 5134	Married/Pregnant Pupils
Policy 5136	Fund-Raising Activities
Policy 5141	Health
Policy 5141.1	Accidents
Policy 5141.2	Illness
Policy 5141.21	Administering Medication

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

Policy 5118	Non-Residents
Policy 5125	Student Records
Policy 5126	Awards for Achievement
Policy 5127	Commencement Activities
Policy 5131.1	Harassment, Intimidation and Bullying
Policy 5131.5	Vandalism/Violence

ROLL CALL:

<u> </u> Y <u> </u> Mrs. A. Barnes	<u> </u> Y <u> </u> Mr. A. DelConte	<u> </u> S <u> </u> Miss C. Guerriero
<u> </u> Y <u> </u> Dr. M. Kjetsaa	<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Mrs. D. Ridente
<u> </u> Y <u> </u> Mr. T. Ryan	<u> </u> M <u> </u> Mrs. M. Scepkowski	<u> </u> Y <u> </u> Mr. R. Trentacosta

X. COMMITTEE OF THE WHOLE

- 1. Move to approve, upon the recommendation of the Chief School Administrator, the findings and decisions presented at the March 17, 2020 board meeting regarding bullying incidents I-4 though I-7.
- 2. Move to approve, upon the recommendation of the Chief School Administrator, the appointment of the attached tenured certificated staff for the 2020-2021 school year.

ROLL CALL:

<u> </u> S <u> </u> Mrs. A. Barnes	<u> </u> Y <u> </u> Mr. A. DelConte	<u> </u> Y <u> </u> Miss C. Guerriero
<u> </u> Y <u> </u> Dr. M. Kjetsaa	<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Mrs. D. Ridente
<u> </u> AB <u> </u> Mr. T. Ryan	<u> </u> M <u> </u> Mrs. M. Scepkowski	<u> </u> Y <u> </u> Mr. R. Trentacosta

- 3. Move to approve, upon the recommendation of the Chief School Administrator, holding Committee meetings instead of COW meetings for May and June 2020.

ROLL CALL:

<u>Y</u> Mrs. A. Barnes	<u>Y</u> Mr. A. DelConte	<u>Y</u> Miss C. Guerriero
<u>Y</u> Dr. M. Kjetsaa	<u>Y</u> Ms. L. Koenig	<u>M</u> Mrs. D. Ridente
<u>Y</u> Mr. T. Ryan	<u>S</u> Mrs. M. Scepkowski	<u>Y</u> Mr. R. Trentacosta

XI. OLD BUSINESS

Strategic planning.

XII. NEW BUSINESS

Superintendent evaluation to be uploaded after the 5/19/2020 meeting; Board goals; Committee meetings will be determined by the president..

XIII. ADJOURNMENT

Motion to adjourn made at 10:18 p.m.

Moved by: M. Kjetsaa
 Seconded by: C. Guerriero
 Motion carried: All Ayes

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

Respectfully submitted,

Ana Pfalzgraf, SBA/BS