

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
NOVEMBER 15, 2016**

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, Suburban News and Clark Patriot 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.

MOMENT OF SILENCE:

FLAG SALUTE:

ROLL CALL:

<u> </u> P <u> </u> Mrs. K. Ficarra	<u> </u> P <u> </u> Mrs. A. Langston	<u> </u> P <u> </u> Ms. T. Roland
<u> </u> P <u> </u> Mrs. S. Groning	<u> </u> E <u> </u> Mr. B. McDermott	<u> </u> E <u> </u> Mr. A. Watkins
<u> </u> P <u> </u> Ms. L. Koenig	<u> </u> P <u> </u> Ms. K. Patterson	<u> </u> P <u> </u> Miss C. Guerriero

OTHERS PRESENT:

<u> </u> P <u> </u> Dr. Teresa Quigley, Superintendent
<u> </u> P <u> </u> Mr. Eric Larson, SBA/BS
<u> </u> P <u> </u> Mr. John Geppert, Board Attorney

CORRESPONDENCE:

Letters sent:	Parents/Guardians/Staff	Annual Integrated Pest Management Notice
	Parents/Guardians/Staff	American Education Week Visitation
Letters received:	State of New Jersey	(17) e-mail blasts
GBOE e-mail	Parent	Policy question

ANNOUNCEMENT OF UNOFFICIAL RESULTS OF SCHOOL ELECTION:

3 – Three year terms: Mrs. Susan Groning – 723 votes

Write-in: Salvatore Piarulli – 60 votes

Tina Simitz – 58 votes

APPROVAL OF MINUTES:

1. Be it resolved that the GBOE approves the minutes of the October 18, 2016 Regular Meeting and that same be made a part of the official record.
2. Be it resolved that the GBOE approves the minutes of the October 18, 2016 Executive Session Meeting and that same be made a part of the official record.

ROLL CALL:

<u> </u> S <u> </u> Mrs. K. Ficarra	<u> </u> Y <u> </u> Mrs. A. Langston	<u> </u> Y <u> </u> Ms. T. Roland
<u> </u> M <u> </u> Mrs. S. Groning	<u> </u> E <u> </u> Mr. B. McDermott	<u> </u> E <u> </u> Mr. A. Watkins
<u> </u> AB <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

COMMITTEE REPORTS:

Building & Grounds/Finance

S. Groning, Chairperson
 K. Ficarra
 L. Koenig

Mrs. Langston reported. The committee met on 11/15. Discussed were the following: EFG grants, bills list, canceling outstanding checks, YMCA profit share, Washington School steps, gym air handler repair, cafeteria sound system, water testing.

Education/Policy & Public Relations

B. McDermott, Chairperson
 A. Langston
 K. Patterson
 T. Roland

No report.

LIAISON REPORTS:

Clark Board of Education

C. Guerriero

The board met on 11/15. Discussed were the following: accepted the resignation of head basketball coach and assistant basketball coach and appointment and shifting of other position to fill vacancy. Next meeting 11/22 at 7 p.m. at Clark Municipal Chambers.

Education Foundation of Garwood

T. Roland

Update on 11/17 with district staff. EFG awarded two grants. Next grant application deadline is 12/1/2016. Upcoming events: appreciation dinner on 4/27 and fundraiser dates to be determined.

Representative to the Borough Council

No report.

Union County Educational Services Commission A. Watkins

Next meeting's topic is special education.

Union County School Boards Association A. Langston

Mrs. Langston gave an overview of the workshop and the classes she attended. Mrs. Roland highlighted items she learned at the workshop.

SUPERINTENDENT'S REPORT:

Dr. Quigley reported on the following: bullying, board election, teacher tenure, nursing plan, EFG grants, American Education Week, ACT testing for 8th grade, parent-teacher conferences, 8th grade play, *Into The Woods*, Jr. on 11/18 and 11/19.

Be it resolved that the Garwood Board of Education accepts the **November 2016** Superintendent's report.

Moved by: S. Groning Seconded by: A Langston 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.

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.

Mr. Smith, 155 W. Colliers Mill Rd New Egypt, NJ – Commented on the district's transgender policy.

Mrs. Benc/Mrs. Elias, co-presidents of the GEA – spoke about the safe environment maintained at the Garwood school district and support for the board policies.

FINANCE COMMITTEE:

- 1. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the SBA/BS, approves the attached line item transfers.

ROLL CALL:

Y **Mrs. K. Ficarra** **S** **Mrs. A. Langston** **Y** **Ms. T. Roland**
 M **Mrs. S. Groning** **E** **Mr. B. McDermott** **E** **Mr. A. Watkins**
 Y **Ms. L. Koenig** **Y** **Ms. K. Patterson** **Y** **Miss C. Guerriero**

- 2. WHEREAS, the Garwood Board of Education, as recommended by the Superintendent, 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 2016**; 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 2016** as submitted and certified.

ROLL CALL:

Y **Mrs. K. Ficarra** **S** **Mrs. A. Langston** **Y** **Ms. T. Roland**
 M **Mrs. S. Groning** **E** **Mr. B. McDermott** **E** **Mr. A. Watkins**
 Y **Ms. L. Koenig** **Y** **Ms. K. Patterson** **Y** **Miss C. Guerriero**

- 3. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the SBA/BS, approves the payment of the bills in the amount of \$766,315.61.

ROLL CALL:

Y **Mrs. K. Ficarra** **S** **Mrs. A. Langston** **Y** **Ms. T. Roland**
 M **Mrs. S. Groning** **E** **Mr. B. McDermott** **E** **Mr. A. Watkins**
 Y **Ms. L. Koenig** **Y** **Ms. K. Patterson** **Y** **Miss C. Guerriero**

- 4. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the SBA/BS, approves the SBA/BS to cancel all outstanding checks dated prior to July 1, 2015 in all funds.

ROLL CALL:

Y **Mrs. K. Ficarra** **S** **Mrs. A. Langston** **Y** **Ms. T. Roland**
 M **Mrs. S. Groning** **E** **Mr. B. McDermott** **E** **Mr. A. Watkins**
 Y **Ms. L. Koenig** **Y** **Ms. K. Patterson** **Y** **Miss C. Guerriero**

5. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the SBA/BS, approves the following referee assignor fee for the 2016-2017 school year.

Field Hockey	Per Game w/ a partner	Per Game Solo
Ref Assignor – One time fee		\$80.00

ROLL CALL:

__Y__ Mrs. K. Ficarra __S__ Mrs. A. Langston __Y__ Ms. T. Roland
 __M__ Mrs. S. Groning __E__ Mr. B. McDermott __E__ Mr. A. Watkins
 __Y__ Ms. L. Koenig __Y__ Ms. K. Patterson __Y__ Miss C. Guerriero

6. Be it resolved that the GBOE, as recommended by the Superintendent, approves the EFG grants as follows:

- A. Ms. Mandy – Kindergarten playground equipment - \$TBD
- B. Mrs. K. McCarrick – “Star Lab” – not to exceed \$600.

ROLL CALL:

__AB__ Mrs. K. Ficarra __S__ Mrs. A. Langston __AB__ Ms. T. Roland
 __M__ Mrs. S. Groning __E__ Mr. B. McDermott __E__ Mr. A. Watkins
 __Y__ Ms. L. Koenig __Y__ Ms. K. Patterson __Y__ Miss C. Guerriero

BUILDING AND GROUNDS COMMITTEE:

1. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Supervisor of Building and Grounds, approves the use of the gym by the Garwood Recreation Department during December 2016 on Monday thru Thursday between 6:00 p.m. and 9:30 p.m.

ROLL CALL:

__Y__ Mrs. K. Ficarra __Y__ Mrs. A. Langston __Y__ Ms. T. Roland
 __M__ Mrs. S. Groning __E__ Mr. B. McDermott __E__ Mr. A. Watkins
 __S__ Ms. L. Koenig __Y__ Ms. K. Patterson __Y__ Miss C. Guerriero

POLICY COMMITTEE:

1. Be it resolved that the GBOE, as recommended by the Superintendent, approves the revised Parent and Pupil Handbook due to the addition of information for the breakfast program.

ROLL CALL:

__Y__ Mrs. K. Ficarra __Y__ Mrs. A. Langston __M__ Ms. T. Roland
 __S__ Mrs. S. Groning __E__ Mr. B. McDermott __E__ Mr. A. Watkins
 __Y__ Ms. L. Koenig __Y__ Ms. K. Patterson __Y__ Miss C. Guerriero

- 2. Be it resolved that the GBOE, as recommended by the Superintendent, approves the first reading of the following:

- Policy No. 6154- Homework/Makeup Work – revised
- Policy No. 6156 – Instructional Planning/Scheduling – revised
- Policy No. 6160 – Instructional Services and Resources – revised
- Policy No. 6161.1 – Guidelines for Evaluation and Selection of Instructional Materials – revised
- Policy No. 6161.2 – Complaints Regarding Instructional Materials – revised
- Policy No. 6162.4 – Community Resources – revised
- Policy No. 6162.5 – Research – revised
- Policy No. 6163.1 – Media Center/Library – revised
- Policy No. 6164.1 – Intervention and Referral Services for General Education Pupils – revised
- Policy No. 6164.2 – Guidance Services – revised

ROLL CALL:

 Y **Mrs. K. Ficarra** **Y** **Mrs. A. Langston** **M** **Ms. T. Roland**
 S **Mrs. S. Groning** **E** **Mr. B. McDermott** **E** **Mr. A. Watkins**
 Y **Ms. L. Koenig** **Y** **Ms. K. Patterson** **Y** **Miss C. Guerriero**

- 3. Be it resolved that the GBOE, as recommended by the Superintendent, approves the second reading of the following:

- Policy No. 6144 – Controversial Issues - revised
- Policy No. 6145 – Extra-Curricular Activities – revised
- Policy No. 6145.1/6145.2 – Intramural Competition:Intrascholastic Competition – revised
- Policy No. 6145.3 – Publications – revised
- Policy No. 6146.2 – Promotion/Retention – revised
- Policy No. 6147 – Standards of Proficiency – revised
- Policy No. 6147.1 – Evaluation of Individual Student Performance – revised
- Policy No. 6151 – Class Size – revised
- Policy No. 6153 – Field Trips – revised

ROLL CALL:

 Y **Mrs. K. Ficarra** **Y** **Mrs. A. Langston** **M** **Ms. T. Roland**
 S **Mrs. S. Groning** **E** **Mr. B. McDermott** **E** **Mr. A. Watkins**
 Y **Ms. L. Koenig** **Y** **Ms. K. Patterson** **Y** **Miss C. Guerriero**

COMMITTEE OF THE WHOLE:

- 1. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Lincoln School Principal, affirm the findings and decisions presented at the October 2016 board meeting regarding the bullying incidents of F-1, F-2, and F-3.

ROLL CALL:

<u> </u> Y <u> </u> Mrs. K. Ficarra	<u> </u> M <u> </u> Mrs. A. Langston	<u> </u> S <u> </u> Ms. T. Roland
<u> </u> Y <u> </u> Mrs. S. Groning	<u> </u> E <u> </u> Mr. B. McDermott	<u> </u> E <u> </u> Mr. A. Watkins
<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

2. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, grants tenure status to the following certificated staff member:

Rebecca Planer – Tenure date November 16, 2016

ROLL CALL:

<u> </u> Y <u> </u> Mrs. K. Ficarra	<u> </u> M <u> </u> Mrs. A. Langston	<u> </u> S <u> </u> Ms. T. Roland
<u> </u> Y <u> </u> Mrs. S. Groning	<u> </u> E <u> </u> Mr. B. McDermott	<u> </u> E <u> </u> Mr. A. Watkins
<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

3. Be it resolved that the GBOE, as recommended by the Superintendent, approves the appointment of Maria Cortese as Payroll Clerk not to exceed eight (8) hours a week at \$22.00 per hour.

ROLL CALL:

<u> </u> M <u> </u> Mrs. K. Ficarra	<u> </u> Y <u> </u> Mrs. A. Langston	<u> </u> Y <u> </u> Ms. T. Roland
<u> </u> Y <u> </u> Mrs. S. Groning	<u> </u> E <u> </u> Mr. B. McDermott	<u> </u> E <u> </u> Mr. A. Watkins
<u> </u> S <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

*The above motion was voted on after executive session.

4. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Lincoln School Principal, approves the third grade field trip to Liberty Hall Museum in Union. This field trip replaces the trip to Trailside Museum that was previously approved at the September 20, 2016 board meeting.

ROLL CALL:

<u> </u> Y <u> </u> Mrs. K. Ficarra	<u> </u> M <u> </u> Mrs. A. Langston	<u> </u> S <u> </u> Ms. T. Roland
<u> </u> Y <u> </u> Mrs. S. Groning	<u> </u> E <u> </u> Mr. B. McDermott	<u> </u> E <u> </u> Mr. A. Watkins
<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

5. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Certified School Nurse approves the 2016-2017 Nursing Plan.

ROLL CALL:

<u> </u> Y <u> </u> Mrs. K. Ficarra	<u> </u> M <u> </u> Mrs. A. Langston	<u> </u> S <u> </u> Ms. T. Roland
<u> </u> Y <u> </u> Mrs. S. Groning	<u> </u> E <u> </u> Mr. B. McDermott	<u> </u> E <u> </u> Mr. A. Watkins
<u> </u> Y <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

6. Be it resolved that the GBOE, as recommended by the Superintendent, approves the following as substitute teachers at the approved rate of pay for the 2016-2017 school year pending a satisfactory criminal background check and mantoux test:

- A. Sara Megan Qunity
- B. Gabrielle Yablonsky

ROLL CALL:

<u> </u> Y Mrs. K. Ficarra	<u> </u> M Mrs. A. Langston	<u> </u> S Ms. T. Roland
<u> </u> Y Mrs. S. Groning	<u> </u> E Mr. B. McDermott	<u> </u> E Mr. A. Watkins
<u> </u> Y Ms. L. Koenig	<u> </u> Y Ms. K. Patterson	<u> </u> Y Miss C. Guerriero

7. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Lincoln School Principal, approves the following for her student teaching from January 19, 2017 through May 4, 2017:

Alyssa Doctor, William Paterson University – Mrs. Elias

ROLL CALL:

<u> </u> Y Mrs. K. Ficarra	<u> </u> M Mrs. A. Langston	<u> </u> S Ms. T. Roland
<u> </u> Y Mrs. S. Groning	<u> </u> E Mr. B. McDermott	<u> </u> E Mr. A. Watkins
<u> </u> Y Ms. L. Koenig	<u> </u> Y Ms. K. Patterson	<u> </u> Y Miss C. Guerriero

OLD BUSINESS: None

NEW BUSINESS: Education/Policy committee meeting 12/14 at 6:45 p.m. B&G/Finance committee meeting 12/15 at 8:45 a.m. Organization meeting on January 4, 2017 at 7:30 p.m.

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 personnel matter, staff | <u> </u> safety and protection of property |
| <u> </u> personal matter, student | <u> </u> contract negotiations |
| <u> </u> litigation | <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: 8:50 p.m.

Time returning to public session: 9:14 p.m.

ADJOURNMENT:

Motion to adjourn made at 9:20 p.m.

Moved by: S. Groning
Seconded by: L. Koenig
Motion carried: All Ayes

Legend: E = Excused
P = Present
M = Moved motion
S = Seconded motion
Y = Yes Vote
N = No Vote
AB = Abstain
NP = Not present

Respectfully submitted,

Eric Larson, SBA/BS