

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
DECEMBER 20, 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> P <u> </u> Mr. B. McDermott	<u> </u> P <u> </u> Mr. A. Watkins
<u> </u> E <u> </u> Ms. L. Koenig	<u> </u> P <u> </u> Ms. K. Patterson	<u> </u> P <u> </u> Miss C. Guerriero

OTHERS PRESENT:

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

PRESENTATION: Honor Society Students for 1st Marking Period
Annual Audit Report – Mr. Steve McDermott, Suplee, Clooney & Co.

CORRESPONDENCE:

Letters sent: None

Letters received: State of New Jersey (18) e-mail blasts

GBOE e-mail: None

APPROVAL OF MINUTES:

1. Be it resolved that the GBOE approves the minutes of the November 15, 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 November 15, 2016 Executive Session Meeting and that same be made a part of the official record.

ROLL CALL:

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

COMMITTEE REPORTS:

Building & Grounds/Finance

S. Groning, Chairperson
 K. Ficarra
 L. Koenig

Mrs. Langston reported. The committee met on 12/15. Discussed were the following: information provided to GEA; preliminary budget meeting; send/receive; negotiations; BOE workshops; audit report.

Education/Policy & Public Relations

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

Mr. McDermott reported. The committee met on 12/14. Discussed were the following: maternity leave replacement; second reading of policies.

Negotiations

No report.

LIAISON REPORTS:

Clark Board of Education

C. Guerriero

The board met on 11/22. The following were approved: memorandum of agreement between educators and law enforcement; learning and language disabled program for grades 9-12 incorporating English, History, Math and Science for 2017-2018 school year; participation in the Morris/Union Jointure Commissions “Preparing Students with IEP’s for Life grant; donation of potter’s wheel with splash pan to the ALJ art department.

The board met on 12/13. The following were discussed: PARCC presentation; accepted retirement of secretary effective 3/1/2017; accepted addendum to the MOA previously approved;

modified calendar to reflect Monday, 1/2/2017 as a day of closure. Next meeting organization meeting 1/3/2017.

Education Foundation of Garwood

T. Roland

Three grant applications were submitted. Two were approved and one is still being considered. Fundraiser at The Station was held 12/14/2016; 13th annual appreciation dinner at The Westwood is April 27, 2017.

New Jersey School Board Association

A. Langston

The association met on 12/10. Discussed were the following: delegates' assembly; resolution regarding special education was passed.

Representative to the Borough Council

No report.

Union County Educational Services Commission A. Watkins

No report.

Union County School Boards Association

A. Watkins

The association met on 12/7. Discussed was the following: financials were favorably presented. There were no deficits in any major area. The next meeting is 1/4/2017.

SUPERINTENDENT'S REPORT:

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

Dr. Quigley reported on the following: HIB report; workshops; maternity leave replacement; BOE members get one paid workshop per calendar year; hats and mittens donations were aided by gingerbread house raffle; thank you to Mr. McDermott and Mrs. Ficarra for their board membership.

Motion by: S. Groning Seconded by: T. Roland 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.

Mrs. Benc, Co-GEA President – Thanked parents for their clothes donation and thanked Mr. McDermott and Mrs. Ficarra for their time on the board.

Mr. Paterson, 325 Willow Ave. – questioned the components of the fund balance on the audit; number of students with straight A’s for the first marking period; asked for more information on the special education resolution from the delegates’ assembly.

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:

<u> </u> Y <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> S <u> </u> Mr. B. McDermott	<u> </u> Y <u> </u> Mr. A. Watkins
<u> </u> E <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> 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 **October 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 **October 2016** as submitted and certified.

ROLL CALL:

<u> </u> Y <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> S <u> </u> Mr. B. McDermott	<u> </u> Y <u> </u> Mr. A. Watkins
<u> </u> E <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, in cooperation with the SBA/BS, approves the payment of the bills in the amount of \$585,169.23.

ROLL CALL:

<u> </u> Y <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> S <u> </u> Mr. B. McDermott	<u> </u> Y <u> </u> Mr. A. Watkins
<u> </u> E <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

- 4. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the SBA/BS, accepts the Comprehensive Annual Financial Report for the Garwood Board of Education for the fiscal year ended June 30, 2016 and the accompanying Auditor’s Management Report on Administrative Findings – Financial and Compliance for the fiscal year ended June 30, 2016, as submitted to the board by the accounting firm of Suplee, Clooney and Company; and let it be recognized that no corrective action plan is required.

ROLL CALL:

 Y **Mrs. K. Ficarra** Y **Mrs. A. Langston** Y **Ms. T. Roland**
 M **Mrs. S. Groning** S **Mr. B. McDermott** Y **Mr. A. Watkins**
 E **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 second 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** Y **Ms. T. Roland**
 Y **Mrs. S. Groning** M **Mr. B. McDermott** S **Mr. A. Watkins**
 E **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 November 2016 board meeting regarding the bullying incidents F-4 and F-5.

ROLL CALL:

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

2. Be it resolved that the BOE, as recommended by the Superintendent, in cooperation with the SBA/BS approves the Organization Meeting of the board on January 4, 2017 at 7:30 p.m. in Lincoln School.

ROLL CALL:

<u> </u> Y <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> M <u> </u> Mr. B. McDermott	<u> </u> S <u> </u> Mr. A. Watkins
<u> </u> E <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, approves Teresa Quigley to attend the Changes to Funding and Requirements: From NCLB to ESSA Seminar in Monroe Township, NJ on November 30, 2016 at the following cost: transportation to be reimbursed at .31 cents per mile. There is no registration fee.

ROLL CALL:

<u> </u> Y <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> M <u> </u> Mr. B. McDermott	<u> </u> S <u> </u> Mr. A. Watkins
<u> </u> E <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

4. Be it resolved that the GBOE, approves Tom Dovidio to attend the Cisco Systems Conference in Edison, NJ on December 8, 2016 at the following cost: transportation to be reimbursed at .31 cents per mile. There is no registration fee.

ROLL CALL:

<u> </u> Y <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> M <u> </u> Mr. B. McDermott	<u> </u> S <u> </u> Mr. A. Watkins
<u> </u> E <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, approves Amanda Langston and Christine Guerriero to attend the NJSBA Semiannual Delegate Assembly at Mercer County Community College on December 10, 2016 at the following cost: transportation to be reimbursed at .31 cents per mile. There is no registration fee.

ROLL CALL:

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

6. Be it resolved that the GBOE, approves Amanda Langston to attend the NJSBA Seminar on Bargaining at the Table in West Trenton, NJ on January 21, 2017 at the following cost: transportation to be reimbursed at .31 cents per mile and registration fee of \$149.

ROLL CALL:

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

7. Be it resolved that the GBOE, approves Tom Dovidio to attend the NJASA Techspo 2017 Conference in Atlantic City, NJ on January 26-27, 2017 at the following cost: transportation to be reimbursed at .31 cents per mile; registration fee of \$425, including food and drink; and hotel for one night \$99.

ROLL CALL:

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

8. Be it resolved that the GBOE, approves Patricia Stott and Tom Dovidio to attend the 2017 Partnership for Assessment of Readiness for College and Careers (PARCC) in Monroe Township, NJ on February 13, 2017 at the following cost: transportation to be reimbursed at .31 cents per mile. There is no registration fee.

ROLL CALL:

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

9. Be it resolved that the GBOE, as recommended by the Superintendent, approves the following field trip:

1/20/2017 – Middle School Basketball Teams – Monmouth University

ROLL CALL:

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

10. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Lincoln School Principal, approves the appointment of Stephanie Zultanky as a maternity leave replacement teacher on Step 3+BA prorated for Mrs. Dohner in accordance with the negotiated contract pending a criminal history background check and mantoux results.

ROLL CALL:

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

11. Be it resolved that the GBOE, as recommended by the Superintendent, approves the agreement between Rutgers University and the GBOE to accept Rutgers students enrolled in Introduction to Education on the following dates: February 10, 2017, February 17, 2017, February 24, 2017, March 4, 2017 and a make-up on March 10, 2017.

ROLL CALL:

<u> </u> Y <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> M <u> </u> Mr. B. McDermott	<u> </u> S <u> </u> Mr. A. Watkins
<u> </u> E <u> </u> Ms. L. Koenig	<u> </u> Y <u> </u> Ms. K. Patterson	<u> </u> Y <u> </u> Miss C. Guerriero

OLD BUSINESS: None

NEW BUSINESS: None

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 will not return to public session to take action:

<u> </u> personnel matter, staff	<u> </u> safety and protection of property
<u> </u> personal matter, student	<u> X </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: 8:48 p.m.

Time returning to public session: 9:15 p.m.

ADJOURNMENT:

Motion to adjourn made at 9:16 p.m.

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