

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING AGENDA
DECEMBER 15, 2015**

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.

PRESIDENT'S STATEMENT:

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:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ Miss C. Guerriero

OTHERS PRESENT:

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

PRESENTATION: Honor Society Students for 1st Marking Period
Annual Audit Report – Mr. Steve McDermott, Suplee, Clooney & Co.
PARCC Presentation – Dr. Quigley, Superintendent
New Jersey School Board Convention – Board Members

CORRESPONDENCE:

Letters received: State of New Jersey (22) e-mail blasts

APPROVAL OF MINUTES:

- 1. Be it resolved that the GBOE approves the minutes of the November 17, 2015 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 17, 2015 Executive Session Meeting and that same be made a part of the official record.

ROLL CALL:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ Miss C. Guerriero

COMMITTEE REPORTS:

Building & Grounds/Finance S. Groning, Chairperson
 L. Koenig
 A. Langston
 A. Lewis

Education/Policy & Public Relations K. Ficarra, Chairperson
 B. Greet
 B. McDermott
 A. Watkins

LIAISON REPORTS:

Clark Board of Education	C. Guerriero
Education Foundation of Garwood	K. Ficarra
New Jersey School Board Association	L. Koenig
P.T.A.	A. Langston/S. Groning
Representative to the Borough Council	B. McDermott/K. Ficarra/S. Groning
School Technology Committee	S. Groning
Students/Staff	A. Watkins/S. Groning
Union County Educational Services Commission	L. Koenig/A. Watkins
Union County School Boards Association	L. Koenig/A. Langston

SUPERINTENDENT’S REPORT:

Be it resolved that the Garwood Board of Education accepts the **December 2015** Superintendent’s report.

*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.

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:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ 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 2015**; 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 2015** as submitted and certified.

ROLL CALL:

___ Mrs. K. Ficarra	___ Ms. L. Koenig	___ Mr. B. McDermott
___ Mrs. B. Greet	___ Mrs. A. Langston	___ Mr. A. Watkins
___ Mrs. S. Groning	___ Mrs. A. Lewis	___ 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 \$559,143.20.

ROLL CALL:

___ Mrs. K. Ficarra	___ Ms. L. Koenig	___ Mr. B. McDermott
___ Mrs. B. Greet	___ Mrs. A. Langston	___ Mr. A. Watkins
___ Mrs. S. Groning	___ Mrs. A. Lewis	___ 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, 2015 and the accompanying Auditor’s Management Report on Administrative Findings – Financial and Compliance for the fiscal year ended June 30, 2015, as submitted to the board appointed accounting firm of Suplee, Clooney and Company; and
 Be it further resolved by the Garwood Board of Education, as recommended by the Superintendent, in cooperation with the SBA/BS, that, the Corrective Action Plan in response to the recommendations in the Annual Audit and prepared by the Business Administrator, be approved and direct the implementation of the stated plan.

ROLL CALL:

___ Mrs. K. Ficarra	___ Ms. L. Koenig	___ Mr. B. McDermott
___ Mrs. B. Greet	___ Mrs. A. Langston	___ Mr. A. Watkins
___ Mrs. S. Groning	___ Mrs. A. Lewis	___ Miss C. Guerriero

5. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the SBA/BS, approves the salary of \$37,116 be applied to the fiscal 2016 No Child Left Behind Consolidated Grants.

ROLL CALL:

___ Mrs. K. Ficarra	___ Ms. L. Koenig	___ Mr. B. McDermott
___ Mrs. B. Greet	___ Mrs. A. Langston	___ Mr. A. Watkins
___ Mrs. S. Groning	___ Mrs. A. Lewis	___ 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 December 16, 2015 through February 26, 2016, Monday thru Thursday, between 6:00 p.m. and 9:30 p.m. at a cost of \$250.

ROLL CALL:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ Miss C. Guerriero

POLICY COMMITTEE:

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

- Policy No. 4119.26 – Electronic Communication by School Staff – revised
- Policy No. 4121 – Substitute Teachers – revised
- Policy No. 4122 – Student Teachers/Interns – revised
- Policy No. 4123 – Classroom Aides (Paraprofessional) – revised
- Policy No. 4131/4131.1 – Staff Development: In-service
Education/Visitations/Conferences – revised
- Policy No. 4138 – Nonschool Employment – new
- Policy No. 4138.2 – Private Tutoring – revised
- Policy No. 4147 – Employee Safety – revised
- Policy No. 4151 – Attendance Patterns – revised
- Policy No. 4151.1 – Personal Illness And Injury/Health Hardship – new
- Policy No. 4222 – Noninstructional Aides – new

ROLL CALL:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ Miss C. Guerriero

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

- Policy No. 4111 – Recruitment, Selection and Hiring – revised
- Policy No. 4111.1 – Nondiscrimination/Affirmative Action – revised
- Policy No. 4112.2 – Certification – revised
- Policy No. 4112.4 – Employee Health Examinations – revised
- Policy No. 4112.6 – Personnel Records – revised
- Policy No. 4112.8 – Nepotism – revised
- Policy No. 4113/4114 – Assignment; Transfer – revised
- Policy No. 4115 – Supervision – revised
- Policy No. 4116 – Evaluation of Teaching Staff Members – revised
- Policy No. 4117.4 – Reduction in Force/Abolishing a Position – revised
- Policy No. 4117.41 – Nonrenewal – revised
- Policy No. 4119.21 – Conflict of Interest – revised
- Policy No. 4119.22 – Conduct and Dress – revised
- Policy No. 4119.23 – Employee Substance Abuse – revised

ROLL CALL:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ Miss C. Guerriero

3. Be it resolved that the GBOE, as recommended by the Superintendent, approves the deletion of the following policies:

Policy No. 4131.1 – Allowances for Expenses in Attending Professional Conventions, Conferences, and Meetings

Policy No. 4142 – Salary Checks for Employees

Policy No. 4150 – Absence and Leaves

Policy No. 4251.12 – Family Leave

ROLL CALL:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ 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 2015 board meeting regarding the bullying incidents E-2.

ROLL CALL:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ 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, 2016 at 7:30 p.m. in Lincoln School.

ROLL CALL:

_____ Mrs. K. Ficarra	_____ Ms. L. Koenig	_____ Mr. B. McDermott
_____ Mrs. B. Greet	_____ Mrs. A. Langston	_____ Mr. A. Watkins
_____ Mrs. S. Groning	_____ Mrs. A. Lewis	_____ Miss C. Guerriero

3. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Lincoln School Principal, approves Nicollette Marano and Amanda Smith as substitute teachers/substitute paraprofessionals for the 2015-2016 school year pending a satisfactory criminal background check and mantoux results as per the approved rate of pay.

ROLL CALL:

<input type="checkbox"/> Mrs. K. Ficarra	<input type="checkbox"/> Ms. L. Koenig	<input type="checkbox"/> Mr. B. McDermott
<input type="checkbox"/> Mrs. B. Greet	<input type="checkbox"/> Mrs. A. Langston	<input type="checkbox"/> Mr. A. Watkins
<input type="checkbox"/> Mrs. S. Groning	<input type="checkbox"/> Mrs. A. Lewis	<input type="checkbox"/> Miss C. Guerriero

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

- 11/10 – 6th grade – American Water Company
- 12/2 – 6th grade – Kean University
- 12/29 – Middle School Basketball Team – Monmouth University

ROLL CALL:

<input type="checkbox"/> Mrs. K. Ficarra	<input type="checkbox"/> Ms. L. Koenig	<input type="checkbox"/> Mr. B. McDermott
<input type="checkbox"/> Mrs. B. Greet	<input type="checkbox"/> Mrs. A. Langston	<input type="checkbox"/> Mr. A. Watkins
<input type="checkbox"/> Mrs. S. Groning	<input type="checkbox"/> Mrs. A. Lewis	<input type="checkbox"/> Miss C. Guerriero

5. Be it resolved that the GBOE, approves Teresa Quigley to attend the Evidence-Centered Leadership Conference at the Morris Union Jointure in New Providence, NJ on February 1, and February 8, 2016 at the following cost: transportation to be reimbursed at .31 cents per mile and workshop registration of \$350.

ROLL CALL:

<input type="checkbox"/> Mrs. K. Ficarra	<input type="checkbox"/> Ms. L. Koenig	<input type="checkbox"/> Mr. B. McDermott
<input type="checkbox"/> Mrs. B. Greet	<input type="checkbox"/> Mrs. A. Langston	<input type="checkbox"/> Mr. A. Watkins
<input type="checkbox"/> Mrs. S. Groning	<input type="checkbox"/> Mrs. A. Lewis	<input type="checkbox"/> Miss C. Guerriero

OLD BUSINESS:

NEW BUSINESS:

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 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: p.m.

Time returning to public session: p.m.

ADJOURNMENT:

Motion to adjourn made at p.m.

Moved by:
Seconded by:
Motion carried:

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