

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
NOVEMBER 17, 2015**

CALL TO ORDER:

The meeting was called to order at 7:43 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:

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| <u> </u> P Mrs. K. Ficarra | <u> </u> E Ms. L. Koenig | <u> </u> P Mr. B. McDermott |
| <u> </u> P Mrs. B. Greet | <u> </u> P Mrs. A. Langston | <u> </u> E Mr. A. Watkins |
| <u> </u> NP Mrs. S. Groning | <u> </u> E Mrs. A. Lewis | <u> </u> P Miss C. Guerriero |

OTHERS PRESENT:

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| <u> </u> P Dr. Teresa Quigley, Superintendent |
| <u> </u> P Mr. Eric Larson, SBA/BS |
| <u> </u> P Ms. Deborah Bracaglia, Attorney |

PRESENTATION: New Jersey School Board convention – Board Members

Mrs. Langston presented her information from the school board convention.

CORRESPONDENCE:

| | | |
|-------------------|--|--|
| Letters sent: | Parents/Guardians/Staff Parents/Guardians/Staff | Annual Integrated Pest Management Notice American Education Week Visitation |
| Letters received: | State of New Jersey GBOE | (20) e-mail blasts (1) e-mail |

ANNOUNCEMENT OF UNOFFICIAL RESULTS OF SCHOOL ELECTION:

3 – Three year Terms: Mrs. Amanda Langston – 585 votes
Ms. Kathleen Patterson is filling one of the two seats.

APPROVAL OF MINUTES:

1. Be it resolved that the GBOE approves the minutes of the October 20, 2015 Regular Meeting and that same be made a part of the official record.

ROLL CALL:

 Y Mrs. K. Ficarra **E** Ms. L. Koenig **Y** Mr. B. McDermott
 S Mrs. B. Greet **M** Mrs. A. Langston **E** Mr. A. Watkins
 NP Mrs. S. Groning **E** Mrs. A. Lewis **Y** Miss C. Guerriero

COMMITTEE REPORTS:

Building & Grounds/Finance

S. Groning, Chairperson
L. Koenig
A. Langston
A. Lewis

The committee met on 11/13. Discussed were the following: preliminary FY 2017 budget calendar; audit; facade work; LED upgrade

Education/Policy & Public Relations

K. Ficarra, Chairperson
B. Greet
B. McDermott
A. Watkins

The committee met on 11/10. Mrs. Ficarra reported on the following: banner; nursing plan; nursing and staffing when known time off; staff request; BOE write-ins; BOE bios for website; chain of events and when to escalate to BOE; teacher evaluations; policies and first and second reading.

LIAISON REPORTS:

Clark Board of Education

C. Guerriero

Ms. Guerriero – The board of education met on 11/15. Discussed were the following: welcomes Mr. Paul Vizzuso as the SBA. The following were approved: Right-to-Know officer; Memorandum of Agreement between school and law enforcement; submission of DPR and SOA as part of QSAC; field trip to NBC Studio/Rockefeller Center for the TV production classes; two teachers to attend Google boot camp; Karl & Assoc to provide air quality management services. Next board meeting is 12/8/2015.

Education Foundation of Garwood

K. Ficarra

Mrs. Ficarra – EFG met last week. Discussed were the following: 5 businesses will participate in “Show your love for Garwood” scheduled for 2/4; mix up in grant paperwork. Deadline for submission of grants is 12/1 and more grant applications will be accepted until Jan. 2. Next meeting is 12/3. Always looking for new members.

New Jersey School Board Association

L. Koenig

No report.

P.T.A.

A. Langston/S. Groning

Mrs. Langston reported. The PTA had a meeting on 11/11. The 8th grade play is coming up.

Representative to the Borough Council

B. McDermott/K. Ficarra/S. Groning

No report.

Students/Staff

A. Watkins/S. Groning

Mrs. Greet congratulated the football and sports teams for their success.

Union County Educational Services Commission L. Koenig/A. Watkins

There was a meeting on 11/11. The next meeting is 12/2.

Union County School Boards Association

L. Koenig/A. Langston

Mrs. Langston reported. There was a meeting on 11/4. The meeting focused on task forces for PARCC and core curriculum.

SUPERINTENDENT’S REPORT:

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

Dr. Quigley reported on the following: American Education week; HIB report; social media presentation by the Union County Prosecutor’s Office. The following teachers spoke about what is happening in their classroom:

Mrs. K. McCarrick discussed the 6th grade field trip to the water treatment facility and its educational aspects which tied into the curriculum. Mrs. Benc discussed how chrome books are being used in the classroom.

*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. Froden, 212 Fourth Ave. – comments related to the banner proposal that he had suggested.

Mr. Trusdell, reporter 240 Second Ave. – questioned process for appointment of board of education member.

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 E Ms. L. Koenig M Mr. B. McDermott
 Y Mrs. B. Greet S Mrs. A. Langston E Mr. A. Watkins
 NP Mrs. S. Groning E Mrs. A. Lewis 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 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 **September 2015** as submitted and certified.

ROLL CALL:

 Y Mrs. K. Ficarra E Ms. L. Koenig M Mr. B. McDermott
 Y Mrs. B. Greet S Mrs. A. Langston E Mr. A. Watkins
 NP Mrs. S. Groning E Mrs. A. Lewis 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 \$506,140.60.

ROLL CALL:

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| <u> </u> <u>Y</u> Mrs. K. Ficarra | <u> </u> <u>E</u> Ms. L. Koenig | <u> </u> <u>M</u> Mr. B. McDermott |
| <u> </u> <u>Y</u> * Mrs. B. Greet | <u> </u> <u>S</u> * Mrs. A. Langston | <u> </u> <u>E</u> Mr. A. Watkins |
| <u> </u> <u>NP</u> Mrs. S. Groning | <u> </u> <u>E</u> Mrs. A. Lewis | <u> </u> <u>Y</u> Miss C. Guerriero |

*Mrs. Greet abstained on ck. #010975.
 *Mrs. Langston abstained on ck. #010985.

BUILDING AND GROUNDS:

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 on December 1, 2015 through December 15, 2015, Monday thru Thursday, between 6:00 p.m. and 9:30 p.m.

ROLL CALL:

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| <u> </u> <u>Y</u> Mrs. K. Ficarra | <u> </u> <u>E</u> Ms. L. Koenig | <u> </u> <u>S</u> Mr. B. McDermott |
| <u> </u> <u>Y</u> Mrs. B. Greet | <u> </u> <u>M</u> Mrs. A. Langston | <u> </u> <u>E</u> Mr. A. Watkins |
| <u> </u> <u>NP</u> Mrs. S. Groning | <u> </u> <u>E</u> Mrs. A. Lewis | <u> </u> <u>Y</u> Miss C. Guerriero |

Item #1 was voted on after executive session.

POLICY COMMITTEE:

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

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| <u> </u> <u>Y</u> Mrs. K. Ficarra | <u> </u> <u>E</u> Ms. L. Koenig | <u> </u> <u>S</u> Mr. B. McDermott |
| <u> </u> <u>Y</u> Mrs. B. Greet | <u> </u> <u>M</u> Mrs. A. Langston | <u> </u> <u>E</u> Mr. A. Watkins |
| <u> </u> <u>NP</u> Mrs. S. Groning | <u> </u> <u>E</u> Mrs. A. Lewis | <u> </u> <u>Y</u> Miss C. Guerriero |

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

- Policy No. 3541.1 – Transportation Routes and Services – revised
- Policy No. 3541.3 – Nonschool Use of District Vehicles – revised
- Policy No. 3541.31 – Privately Owned Vehicles – revised
- Policy No. 3541.32 – District Owned Vehicles – revised
- Policy No. 3541.33 – Transportation Safety – revised
- Policy No. 3542 – Food Services – revised
- Policy No. 3542.1 – Local Wellness/Nutrition – revised
- Policy No. 3542.31 – Free and Reduced-Price Lunches/Milk – revised
- Policy No. 3542.44 – Purchasing – revised
- Policy No. 3570 – District Records and Reports – revised
- Policy No. 3571.4 – Audit – revised
- Policy No. 3600 – Evaluation of Business and Non-Instructional Operations – revised

ROLL CALL:

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|---|---|--|
| <u> </u> Y <u> </u> Mrs. K. Ficarra | <u> </u> E <u> </u> Ms. L. Koenig | <u> </u> S <u> </u> Mr. B. McDermott |
| <u> </u> Y <u> </u> Mrs. B. Greet | <u> </u> M <u> </u> Mrs. A. Langston | <u> </u> E <u> </u> Mr. A. Watkins |
| <u> </u> NP <u> </u> Mrs. S. Groning | <u> </u> E <u> </u> Mrs. A. Lewis | <u> </u> Y <u> </u> Miss C. Guerriero |

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

Policy No. 4119.231 – Drugs, Tobacco and Alcohol (recreational uses) – deleted

ROLL CALL:

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|---|---|--|
| <u> </u> Y <u> </u> Mrs. K. Ficarra | <u> </u> E <u> </u> Ms. L. Koenig | <u> </u> S <u> </u> Mr. B. McDermott |
| <u> </u> Y <u> </u> Mrs. B. Greet | <u> </u> M <u> </u> Mrs. A. Langston | <u> </u> E <u> </u> Mr. A. Watkins |
| <u> </u> NP <u> </u> Mrs. S. Groning | <u> </u> E <u> </u> Mrs. A. Lewis | <u> </u> Y <u> </u> 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 2015 board meeting regarding the bullying incidents E-1.

ROLL CALL:

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| <u> </u> Y <u> </u> Mrs. K. Ficarra | <u> </u> E <u> </u> Ms. L. Koenig | <u> </u> M <u> </u> Mr. B. McDermott |
| <u> </u> S <u> </u> Mrs. B. Greet | <u> </u> Y <u> </u> Mrs. A. Langston | <u> </u> E <u> </u> Mr. A. Watkins |
| <u> </u> NP <u> </u> Mrs. S. Groning | <u> </u> E <u> </u> Mrs. A. Lewis | <u> </u> Y <u> </u> Miss C. Guerriero |

2. Be it resolved that the GBOE, as recommended by the Superintendent, in cooperation with the Certified School Nurse approves the 2015-2016 Nursing Plan.

ROLL CALL:

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| <u> </u> <u>Y</u> Mrs. K. Ficarra | <u> </u> <u>E</u> Ms. L. Koenig | <u> </u> <u>M</u> Mr. B. McDermott |
| <u> </u> <u>S</u> Mrs. B. Greet | <u> </u> <u>Y</u> Mrs. A. Langston | <u> </u> <u>E</u> Mr. A. Watkins |
| <u> </u> <u>NP</u> Mrs. S. Groning | <u> </u> <u>E</u> Mrs. A. Lewis | <u> </u> <u>Y</u> Miss C. Guerriero |

3. Be it resolved that the GBOE, as recommended by the Superintendent, approves the NJQSAC District Performance Review (DPR’s) for the 2015-2016 school year to be submitted to the New Jersey Department of Education.

ROLL CALL:

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|--|--|---|
| <u> </u> <u>Y</u> Mrs. K. Ficarra | <u> </u> <u>E</u> Ms. L. Koenig | <u> </u> <u>M</u> Mr. B. McDermott |
| <u> </u> <u>S</u> Mrs. B. Greet | <u> </u> <u>Y</u> Mrs. A. Langston | <u> </u> <u>E</u> Mr. A. Watkins |
| <u> </u> <u>NP</u> Mrs. S. Groning | <u> </u> <u>E</u> Mrs. A. Lewis | <u> </u> <u>Y</u> Miss C. Guerriero |

4. Be it resolved that the GBOE, as recommended by the Superintendent, approves the following as substitute school nurses for the 2015-2016 school year at the approved rate of pay of \$125. per day pending a satisfactory criminal history background check and mantoux results:

- A. Ann Marie Sullivan
- B. Noreen Walstedter

ROLL CALL:

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| <u> </u> <u>Y</u> Mrs. K. Ficarra | <u> </u> <u>E</u> Ms. L. Koenig | <u> </u> <u>M</u> Mr. B. McDermott |
| <u> </u> <u>S</u> Mrs. B. Greet | <u> </u> <u>Y</u> Mrs. A. Langston | <u> </u> <u>E</u> Mr. A. Watkins |
| <u> </u> <u>NP</u> Mrs. S. Groning | <u> </u> <u>E</u> Mrs. A. Lewis | <u> </u> <u>Y</u> Miss C. Guerriero |

Item #3 and #4 were voted on after executive session.

OLD BUSINESS: None

NEW BUSINESS: Date for reorganization meeting is January 4, 2016.

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> <u>X</u> 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: 8:37 p.m.

Time returning to public session: 9:10 p.m.

ADJOURNMENT:

Motion to adjourn made at 9:15 p.m.

Moved by: B. McDermott

Seconded by: B. Greet

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