

**GARWOOD BOARD OF EDUCATION  
GARWOOD, NEW JERSEY  
REGULAR MEETING AGENDA  
AUGUST 15, 2017**

**I. 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, 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:**

_____ Mrs. S. Groning	_____ Mr. S. Piarulli	_____ Mrs. T. Simitz
_____ Ms. L. Koenig	_____ Ms. T. Roland	_____ Mr. A. Watkins
_____ Mrs. A. Langston		_____ Miss C. Guerriero

**III. OTHERS PRESENT**

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

**IV. FLAG SALUTE**

**V. APPROVAL OF MINUTES**

Minutes of the June 13, 2017 regular meeting  
Minutes of the June 13, 2017 executive session meeting

**ROLL CALL:**

_____ Mrs. S. Groning	_____ Mr. S. Piarulli	_____ Mrs. T. Simitz
_____ Ms. L. Koenig	_____ Ms. T. Roland	_____ Mr. A. Watkins
_____ Mrs. A. Langston		_____ Miss C. Guerriero

**VI. PRESENTATION**

**ABR Self-Assessment**

**VI. COMMITTEE REPORTS:**

**Building & Grounds/Finance**

S. Groning, Chairperson  
A. Langston  
T. Roland  
L. Koenig

**Education/Policy & Public Relations**

T. Simitz, Chairperson  
S. Piarulli  
C. Guerriero

**Negotiations**

S. Groning, Chairperson  
A. Langston  
T. Roland

**VII. LIAISON REPORTS:**

**Clark Board of Education**

C. Guerriero

**Education Foundation of Garwood**

T. Roland

**New Jersey School Board Association on December & June** A. Langston/L. Koenig

**Representative to the Borough Council**

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

**Union County School Boards Association** A. Langston/T. Simitz

## VIII. SUPERINTENDENT'S REPORT

Resolved that the Garwood Board of Education accepts the August 2017 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.

## IX. 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.**

## X. 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 months for May 2017 and June 2017.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the June 2017 and July 2017 bills in the amount of \$1,254,901.56.
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 May 2017; 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 May 2017 as submitted and certified.

- 4. 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 June 2017; 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 June 2017 as submitted and certified.

**ROLL CALL:**

_____ Mrs. S. Groning	_____ Mr. S. Piarulli	_____ Mrs. T. Simitz
_____ Ms. L. Koenig	_____ Ms. T. Roland	_____ Mr. A. Watkins
_____ Mrs. A. Langston		_____ Miss C. Guerriero

- 5. WHEREAS, N.J.S.A. 18A:18B-1, *et seq.*, enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the area of insurance and self-insurance and related services; and  
 WHEREAS, the Board of Education of the Garwood District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and  
 WHEREAS, the Board of Education of the Garwood District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey;  
 WHEREAS, the Board of Education of the Garwood District under its obligation as a member of the New Jersey Schools Insurance Group does allow for safety inspections of its properties, to pay contributions in a timely fashion, and to comply with the bylaws and standards of participation of this Group.  
 NOW, THEREFORE, BE IT RESVOLED by the Board of Education of the Garwood District, that the Board of Education of the Garwood District joins with other school districts in organizing and becoming members of the New Jersey Schools Insurance Group; and  
 BE IT RESOLVED, that by adoption and signing of this resolution, the Board of Education of the Garwood District is hereby joining the New Jersey Schools Insurance Group at an annual costs of \$74,624 in accordance with the terms of the attached Indemnity and Trust Agreement, effective July 1, 2017 for the following types of insurance: property, equipment breakdown, auto physical damage, EDP, crime/bonds, workers' compensation, general liability, automobile liability, umbrella/excess and errors omissions.

6. WHEREAS, Eric Larson, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;  
WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2017 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;  
NOW, THEREFORE BE IT RESOLVED that the Garwood Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes Eric Larson to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.
7. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the contract with Honeywell Instant Alert System at a cost of \$1,082 for the 2017-2018 school year.
8. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the renewal of a service and licensing fee with Realtime Information Technology, Inc. for the student information software for the 2017-2018 school year in the amount of \$10,683 inclusive of Parent Portals.
9. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the contract with Computer Solutions, Inc. for the 2017-2018 school year in the amount of \$7,844.
10. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, accepts the annual software licensing, full-service, same day, on-site hardware and software support for the food service program software from C.C. Productions, Inc. at a cost of \$1,590 for the period beginning July 1, 2017 through June 30, 2018.
11. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the acceptance of additional state aid of \$14,123 for the 2017 - 2018 school year and the appropriation of the funds to Out-of District expenditure account 11-000-100-566-000.

12. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the following district breakfast and lunch prices for the 2017 - 2018 school year consistent with guidelines established by the U.S. Department of Agriculture, Bureau of Child Nutrition Programs National School Lunch Program as amended:

<u>ITEM</u>	<u>FULL PRICE</u>	<u>REDUCED PRICE</u>
Student Lunch	\$ 2.85	\$ .40
Adult Lunch	\$ 3.85	N/A
Student Milk	\$ .75	N/A
Adult Milk	\$ .75	N/A
Student Breakfast	\$1.50	\$.30

13. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the SBA/BS, the following referee/umpire fees for the 2017-2018 school year:

**Referee/Umpire Costs**

<b>Soccer</b>	<b>Per Game w/ a partner</b>	<b>Per Game solo</b>	<b>Assignor Fee</b>
Referee Fee	\$ 60.00	\$ 90.00	XXXXXXXXXX

<b>Basketball</b>	<b>Per Game w/ a partner</b>	<b>Per Game Solo</b>	<b>Assignor Fee</b>
Referee Fee	\$ 60.00	\$ 90.00	XXXXXXXXXX

<b>Baseball/Softball</b>	<b>Per Game w/ a partner</b>	<b>Per Game Solo</b>	<b>Assignor Fee</b>
Umpire Fee	\$ 60.00	\$ 90.00	\$130.00

<b>Field Hockey</b>	<b>Per Game w/ a partner</b>	<b>Per Game solo</b>	<b>Assignor Fee</b>
Referee Fee	\$ 58.00	\$ 87.00	\$190.00

**ROLL CALL:**

_____ Mrs. S. Groning	_____ Mr. S. Piarulli	_____ Mrs. T. Simitz
_____ Ms. L. Koenig	_____ Ms. T. Roland	_____ Mr. A. Watkins
_____ Mrs. A. Langston		_____ Miss C. Guerriero

**XI. BUILDING AND GROUNDS COMMITTEE**

**ROLL CALL:**

_____ Mrs. S. Groning	_____ Mr. S. Piarulli	_____ Mrs. T. Simitz
_____ Ms. L. Koenig	_____ Ms. T. Roland	_____ Mr. A. Watkins
_____ Mrs. A. Langston		_____ Miss C. Guerriero

**XII. EDUCATION COMMITTEE**

1. Move to approve upon the recommendation of the Chief School Administrator, the ELS Three-Year Program Plan for school years 2017-2020.
2. Move to approve upon the recommendation of the Chief School Administrator, the revised NJQSAC District Improvement Plan (DIP).
3. Move to approve upon the recommendation of the Chief School Administrator, the 2017-2018 Comprehensive Equity Plan Statement of Assurances.
4. Move to approve upon the recommendation of the Chief School Administrator, the attached revised 2017-2018 school calendar.
5. Move to approve that the GBOE adopt the following five year curriculum plan:

Five-Year Plan for Curriculum  
Review, Rewrite and/or Textbook Update

2017-2018	Library Applications K-8	Social Studies K-8	Computer Applications K-8
2018-2019	Life Skills/Health K-8	Science K-8	World Languages K-8/ELS
2019-2020	Physical Education K-8	Gifted & Talented K-8	21st Century Skills Career Education
2020-2021	Music K-8	Art K-8	Character Ed K-8
2021-2022	LAL K-8		Math K-8

6. Move to approve upon the recommendation of the Chief School Administrator, the Guidance Program of Study for the 2017-2018 school year.
7. Move to approve upon the recommendation of the Chief School Administrator the Gifted and Talented Program of Studies for grades K-8 for the 2017-2018 school year.

8. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Special Services Department, approval of the following 2017-2018 special education placements:

<u>Student</u>	<u>Estimated Cost</u>	<u>Transportation Required</u>	<u>Cost Includes Trans.</u>
ECLCLR	\$48,857.	Yes	No
CSCD	\$74,252.	Yes	No
Aide	\$40,359.		
BMSMA	\$44,310	Yes	No
LCJNI	\$55,000.	Yes	No
Aide	\$30,000.		
BMSDR	\$44,310.	Yes	No
GAKR	\$119,437.	Yes	No
HBAME	\$60,000.	Yes	No

9. Move to approve upon the recommendation of the Chief School Administrator, to make application for the ESEA Consolidated Grants for fiscal year 2018 as follows:

Title I	\$ 31,647
Title IIA	\$ 8,733
Title III	\$ 439 – refused
Title IV	<u>\$ 10,000</u>
Total	\$ 50,819 - \$439 (Title III) = \$50,380

10. Move to approve that the GBOE accept the 2016 - 2017 Special Education Extraordinary Aid in the amount of \$61,229.

11. Move to approve upon the recommendation of the Chief School Administrator the Professional Development and Mentoring Plans for the 2017-2018 school year.

**ROLL CALL:**

_____ Mrs. S. Groning	_____ Mr. S. Piarulli	_____ Mrs. T. Simitz
_____ Ms. L. Koenig	_____ Ms. T. Roland	_____ Mr. A. Watkins
_____ Mrs. A. Langston		_____ Miss C. Guerriero



**XIII. POLICY COMMITTEE**

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

- Policy No. 1000/1010 – Concepts and Roles in Community Relations; Goals and Objectives – revised
- Policy No. 1100 – Communicating with the Public – revised
- Policy No. 1110 – Media – revised
- Policy No. 1111 – District Publications – revised
- Policy No. 1120 – Board of Education Meetings – revised
- Policy No. 1140 – Distribution of Materials by Pupils and Staff – revised

- 2. Move to approve upon the recommendation of the Chief School Administrator the following handbooks for the 2017-2018 school year:

- A. Pupil/Parent Handbook
- B. Substitute Handbook
- C. Faculty Handbook
- D. Paraprofessional Handbook

**ROLL CALL:**

- |                        |                       |                         |
|------------------------|-----------------------|-------------------------|
| _____ Mrs. S. Groning  | _____ Mr. S. Piarulli | _____ Mrs. T. Simitz    |
| _____ Ms. L. Koenig    | _____ Ms. T. Roland   | _____ Mr. A. Watkins    |
| _____ Mrs. A. Langston |                       | _____ Miss C. Guerriero |

**XIV. COMMITTEE OF THE WHOLE**

- 1. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the findings and decisions presented at the June 2017 board meeting regarding the bullying incidents of F- 15 through F-19.
- 2. Move to approve upon the recommendation of the Chief School Administrator, tenure status to the following certificated staff members:
  - A. Denise Cafiero – Tenure date September 7, 2017
  - B. Armando Gonzalez – Tenure date September 7, 2017
- 3. Move to approve that the GBOE, as recommended by the Chief School Administrator and approved by the Executive County Superintendent, the shared business administrator contract between the Mountainside Board of Education and the Garwood Board of Education from July 1, 2017 thru June 30, 2018 at a cost of \$60,000.

4. Move to approve, upon recommendation by the Chief School Administrator and the Lincoln School Principal, the appointment of the following teachers from part-time to full time for the 2017-2018 school year:

A. Angela DiDolce

B. Tara Ridente

5. Move to approve, upon recommendation by the Chief School Administrator and the Lincoln School Principal, the appointment of the following teachers on BA Step 1 for the 2017-2018 school year pending a satisfactory criminal history background check and mantoux results:

A. Elizabeth DeSante

B. Heather O'Dell

6. Move to approve, upon recommendation by the Chief School Administrator and the Lincoln School Principal, the appointment of the following teachers on MA Step 1 for the 2017-2018 school year pending a satisfactory criminal history background check and mantoux results:

A. Gisela Garcia

B. Stephanie Zultanky

7. Move to approve, upon recommendation of the Chief School Administrator, the appointment of Maria Cortese as full-time (220 days) Confidential Secretary to the Superintendent /Payroll Clerk effective August 1, 2017 at a salary of \$38,720 for the 2017-2018 school year pending a satisfactory criminal history background check and mantoux results.

8. Move to approve upon recommendation of the Chief School Administrator, appointment of Danielle Stern as a one on one paraprofessional for the ARC's Camp Star at a rate of \$16.00 per hour without benefits from July 31<sup>st</sup> – August 8<sup>th</sup> pending a satisfactory criminal history background check and mantoux results.

9. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Storey Dohner effective July 1, 2017.

10. Move to approve upon the recommendation of the Chief School Administrator, in Cooperation with the Lincoln School Principal, appointment of the following staff members to the extra- curricular positions for the 2017-2018 school year to be remunerated in accordance with the negotiated agreement:

- Coaches - Field hockey – Karen Lukacovic
- Soccer – Matthew Burke
- Boys’ Basketball – Matthew Burke
- Girls’ Basketball – Matthew Burke
- Baseball – Matthew Burke
- Softball – Dana Parkhill
- Outdoor Education Teachers (Stokes)
- Coordinator – Matthew Burke
- Teacher (2 positions) – Karen Lukacovic and Denise Cafiero
- Music Director – Armando Gonzalez
- Play Director – Armando Gonzalez
- Play Production (5 positions)
- Stage Manager –Dana Parkhill
- Business Manager –
- Set Design/Construction – Carol DelConte
- Costume Design – Carol DelConte
- Prop Coordinator – Carol DelConte
- Overnight 8<sup>th</sup> Grade Class Trip
- Coordinator – Matthew Burke
- Teacher – Sarina Dummond
- Nurse -
- Student Council Advisor – Mrs. Benc

11. Move to approve upon the recommendation of the Chief School Administrator, the following staff to the D.E.A.C. (District Educational Advisory Committee) with no additional compensation:

- A. Tamara Benc
- B. Patricia Elias

12. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, approves the appointment of \_\_\_\_\_ as a maternity leave replacement teacher on BA Step 1 prorated for Mrs. Dally in accordance with the negotiated contract pending a criminal history background check and mantoux results.

13. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Supervisor of Buildings & Grounds, the following staff as school bus drivers for the 2017-2018 school year on an as needed basis:

- A. Matthew Burke
- B. Jorge Castano
- C. Oscar Lucero
- D. Thomas Spera

14. Move to approve upon the recommendation of the Chief School Administrator, the following individuals for the Affirmative Action Team for the 2017-2018 school year with no additional compensation:

- A. Lisa Zatorsky
- B. Caren Graber

15. Move to approve upon the recommendation of the Chief School Administrator, the reappointment of Theresa Parkhill as the Bullying Specialist for the 2017-2018 school year with no additional compensation.

16. Move to approve upon the recommendation of the Chief School Administrator, the reappointment of the following full-time paraprofessional with benefits for the 2017-2018 school year at a 2% increase:

- A. Phyllis Czapla
- B. Maria DePaolo
- C. Badia Diwane
- D. Christina Domingues

17. Move to approve upon the recommendation of the Chief School Administrator, the reappointment of the following part-time paraprofessionals without benefits for the 2017-2018 school year at a 2% increase:

- A. Kathryn Bree
- B. Stacie Cuccaro
- C. Imperio Mormile
- D. Gina Pares
- E. Joann Segreto
- F. Amanda Storti

18. Move to approve upon the recommendation of the Chief School Administrator, reappointment of the following staff for the 2017-2018 school year at a 2% increase:

- A. John Caffrey – Security
- B. Eileen Satkin – Occupational Therapist (.1 FTE)

19. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Supervisor of Buildings & Grounds, the reappointment of the following as part-time school bus drivers with no benefits for the 2017-2018 school year 2% increase:

- A. Edward Syers
- B. Cheryl DiStefano

20. Move to approve upon the recommendation of the Chief School Administrator, the following substitute rates of pay for the 2017-2018 school year:

Paraprofessional	\$ 11.00 per hour
Teacher	\$ 90.00 per day
Secretary	\$ 12.00 per hour
Nurse	\$ 125.00 per day
Custodian	\$ 15.00 per hour
Security	\$ 8.00 per hour
Continuous coverage for substitute employee purposes	Regular hourly rate

21. Move to approve upon the recommendation of the Chief School Administrator, Reappointment of the following substitute personnel for the 2017-2018 school year:

**Substitute Teachers/Substitute Paraprofessionals/Substitute Nurse/Substitute Secretary**

Asterita, Adrienne	Bree, Katherine	Cancelliere, Debbie - secretary
Checcio, Corinne	Domingues, Cristina	Emmons, Meghan
English, Rebecca	Graham, Russell	Grogan, Jacqueline
Imtiaz, Aimen	Jacinto, Nicole	Knutson, Laura
Koczon, Katie	Mangianelli, Mikki - nurse	Marano, Nicollette
Marino, Mary – nurse	Mondi, Anthony	Mucci, John
Pender, Kyle	Quinty, Megan	Reardon, Beth – nurse
Robinson, Michele	Rusin, Mark	Segebade, Leslie
Silverman, Amy	Smith, Amanda	Stahnke, Rhiannan
Storti, Amanda	Sullivan, AnnMarie – nurse	Warner, Leah
Zeron, Jennifer		

22. Move to approve, upon recommendation of the Chief School Administrator, moving the following teachers from BA to BA+15 on the teachers’ salary guide effective September 1, 2017:

A. Aaren Beaty

B. Angela DiDolce

23. Move to approve, the attendance of Christine Guerriero at the Board President and Vice Presidents Regional Training Conference in Sewell, NJ at the following cost: transportation to be reimbursed at .31 cents per mile and registration fee of \$50.

**ROLL CALL:**

\_\_\_\_\_ Mrs. S. Groning  
 \_\_\_\_\_ Ms. L. Koenig  
 \_\_\_\_\_ Mrs. A. Langston

\_\_\_\_\_ Mr. S. Piarulli  
 \_\_\_\_\_ Ms. T. Roland

\_\_\_\_\_ Mrs. T. Simitz  
 \_\_\_\_\_ Mr. A. Watkins  
 \_\_\_\_\_ Miss C. Guerriero

**XV. OLD BUSINESS**

**XVI. NEW BUSINESS**

**XVII. 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 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.**

**XVIII. 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