

**GARWOOD BOARD OF EDUCATION  
GARWOOD, NEW JERSEY  
REGULAR MEETING MINUTES  
SEPTEMBER 19, 2017**

**I. CALL TO ORDER**

The meeting was called to order at 7:35 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:**

<u>  </u> <b>P</b> <u>  </u> Mrs. S. Groning	<u>  </u> <b>P</b> <u>  </u> Mrs. A. Langston	<u>  </u> <b>P</b> <u>  </u> Mrs. T. Simitz
<u>  </u> <b>P</b> <u>  </u> Dr. M. Kjetsaa	<u>  </u> <b>P*</b> <u>  </u> Mr. S. Piarulli	<u>  </u> <b>P</b> <u>  </u> Mr. A. Watkins
<u>  </u> <b>P</b> <u>  </u> Ms. L. Koenig	<u>  </u> <b>P</b> <u>  </u> Ms. T. Roland	<u>  </u> <b>P</b> <u>  </u> Miss C. Guerriero

\*Mr. Piarulli arrived at 7:44

**III. OTHERS PRESENT**

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

**IV. FLAG SALUTE**

**V. APPROVAL OF MINUTES**

Minutes of the August 15, 2017 regular meeting. – On hold for October meeting

**VI. PRESENTATION – Mrs. Benc – Student Council**

Two students discussed Student Council activities planned for the 2017-2018 school year as well as fund raisers and activities funded by student council.

Mrs. Emmons discussed the 7<sup>th</sup> grade Stokes trip and the “Upstander” – a program provided by the Jets that provides tickets for students to Jets games.

**VII. COMMITTEE REPORTS:**

**Building & Grounds/Finance**

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

No Report.

**Education/Policy & Public Relations**

T. Simitz, Chairperson  
S. Piarulli  
C. Guerriero

Looked at goals for the 2017-2018 school year; additional clubs were proposed and added to the agenda.

**VIII. LIAISON REPORTS:**

**Clark Board of Education**

C. Guerriero

Ms. Guerriero reported that the meeting was on September 11<sup>th</sup>. Discussed were the appointment of Director of Special Projects and Supervisor of Special Projects; 2017-2018 curriculum guides were approved; approval of HS Marching Band trips; Change of policy service; Assessment scores for anti-bullying; Approval of out of district placements; ALJ Back to School night is September 25<sup>th</sup>; Next meeting is October 2<sup>nd</sup> at 7p.m.

**Education Foundation of Garwood**

T. Roland

First meeting is next Thursday, September 28th. They are looking for trustees.

**Representative to the Borough Council**

No report.

**Union County Educational Services Commission**

A. Watkins/L. Koenig

Mr. Watkins reported that the August meeting went well.

**Union County School Boards Association**

A. Langston/T. Simitz

Mrs. Langston reported that they met on September 7th at the Westwood. Discussed were fundraisers that allow the NJSB to donate for various causes via their 503c organization; Army scholarships; QSAC review changes; Certifications for IT directors; 3 year strategic plan; Panel of superintendents discussed best practices for communications with the public; Springfield science program which competes for participation in NASA program.

## **IX. SUPERINTENDENT'S REPORT**

Dr. Quigley discussed that this year is the "Year of Giving" due to the hurricanes; Back to School Night and the chain of command; Snacks are now in all grades; NCLB is now ESSA and was recently submitted for 2017-2018; October BOE meeting will have a PARCC presentation; 8<sup>th</sup> grade car wash is on Saturday; The PTA will hold a candidates night the first week in November.

Resolved that the Garwood Board of Education accepts the **September 2017** Superintendent's report. Moved by: S. Groning Seconded by A. Watkins 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.

## **X. 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. Bruce Patterson asked about the Jets "Upstander" program and if the district has sufficient space to house all the students; Mrs. Karen McCarrick asked about the rates for substitute nurses; Question regarding the fee approved for RLP Consulting.

## **XI. FINANCE COMMITTEE**

1. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the attached list of budget transfers for the month of July 2017.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the August 2017 bills in the amount of \$ 308,677.09

- 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 for the month of July 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 July 2017 of as submitted and certified.

- 4. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS National Life Group/LSW as a 403b provider.

**ROLL CALL:**

<u>  </u> <b>S</b> <b>Mrs. S. Groning</b>	<u>  </u> <b>M</b> <b>Mrs. A. Langston</b>	<u>  </u> <b>Y</b> <b>Mrs. T. Simitz</b>
<u>  </u> <b>Y</b> <b>Dr. M. Kjetsaa</b>	<u>  </u> <b>Y</b> <b>Mr. S. Piarulli</b>	<u>  </u> <b>Y</b> <b>Mr. A. Watkins</b>
<u>  </u> <b>Y</b> <b>Ms. L. Koenig</b>	<u>  </u> <b>Y</b> <b>Ms. T. Roland</b>	<u>  </u> <b>Y</b> <b>Miss C. Guerriero</b>

**XII. BUILDING AND GROUNDS COMMITTEE**

- 1. Move to approve, upon recommendation of the Chief School Administrator, in cooperation, with the Lincoln School Principal, the use of the gym, music room, cafeteria, and science room by Mr. Gonzalez for 8<sup>th</sup> grade play practices on the following Saturday's: 9/30; 10/7; 10/14; 10/21; 10/28; and 11/4. The date for the 8<sup>th</sup> grade play is November 17-18, 2017.

**ROLL CALL:**

<u>  </u> <b>M</b> <b>Mrs. S. Groning</b>	<u>  </u> <b>Y</b> <b>Mrs. A. Langston</b>	<u>  </u> <b>Y</b> <b>Mrs. T. Simitz</b>
<u>  </u> <b>Y</b> <b>Dr. M. Kjetsaa</b>	<u>  </u> <b>Y</b> <b>Mr. S. Piarulli</b>	<u>  </u> <b>S</b> <b>Mr. A. Watkins</b>
<u>  </u> <b>Y</b> <b>Ms. L. Koenig</b>	<u>  </u> <b>Y</b> <b>Ms. T. Roland</b>	<u>  </u> <b>Y</b> <b>Miss C. Guerriero</b>

**XIII. EDUCATION COMMITTEE**

- 1. Move to approve, upon recommendation of the Chief School Administrator, the following district goals for the 2017-2018 school year:
  - 1. To track the current 4th graders (2017-2018) in Mathematics through June 2018 using pre/post assessments, tracking achievement and individual growth patterns.
  - 2. To successfully implement the new Basic Skills program.
  - 3. To continue to successfully recruit new staff and to successfully integrate the new staff with the existing staff.

- 2. Move to approve, upon recommendation of the Chief School Administrator, the McRel Teacher Evaluation for the 2017 - 2018 school year.

**ROLL CALL:**

<u>  </u> <b>Y</b> <u>  </u> <b>Mrs. S. Groning</b>	<u>  </u> <b>Y</b> <u>  </u> <b>Mrs. A. Langston</b>	<u>  </u> <b>Y</b> <u>  </u> <b>Mrs. T. Simitz</b>
<u>  </u> <b>Y</b> <u>  </u> <b>Dr. M. Kjetsaa</b>	<u>  </u> <b>S</b> <u>  </u> <b>Mr. S. Piarulli</b>	<u>  </u> <b>M</b> <u>  </u> <b>Mr. A. Watkins</b>
<u>  </u> <b>Y</b> <u>  </u> <b>Ms. L. Koenig</b>	<u>  </u> <b>Y</b> <u>  </u> <b>Ms. T. Roland</b>	<u>  </u> <b>Y</b> <u>  </u> <b>Miss C. Guerriero</b>

**XIV. COMMITTEE OF THE WHOLE**

- 1. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the 7<sup>th</sup> grade field trip to Stokes State Forest from September 18-20, 2017.
- 2. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Nicole Tarantino 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.
- 3. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the 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:
  - Play Production
  - Business Manager – Tamara Benc
- 4. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal/Anti-Bullying Coordinator, the Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights that was presented at the August 15, 2017 board of education meeting.
- 5. Move to approve upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, all attached school field trips for the 2017-2018 school year.
- 6. Move to approve, upon recommendation of the Superintendent, in cooperation with the Lincoln School Principal, the appointment of Susan Naples to mentor Stephanie Zultanky for the 2017-2018 school year in accordance with the negotiated teachers’ contract.

- 7. Move to approve that the GBOE, as recommended by the Superintendent, in cooperation with the Lincoln School Principal, appoints the following to the extra-curricular positions for the 2017 - 2018 school year as per the negotiated agreement. Clubs must have a minimum of 15 participants and a maximum of 20 participants.

Homework Club – Mrs. Benc, Mrs. Elias and Mrs. Paolino

Election Club – Mrs. Benc

- 8. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Debbie Delise as a full-time paraprofessional with single benefits for the 2017-2018 pending a criminal history background check and mantoux results.
- 9. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Eileen Michie as a part-time paraprofessional pending a criminal history background check and mantoux results:
- 10. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Rachel Herz as a substitute nurse pending a criminal history background check and mantoux results.
- 11. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, Renee LaPrete, LLC as an Education Specialist to the Garwood Board of Education. The per diem rate will be \$525 not to exceed a total of \$5,250 for the 2017 - 2018 school year.
- 12. Move to approve, as recommended by the Chief School Administrator, an agreement between the Garwood Board of Education and Delta-T Group North Jersey Inc. to provide substitute nursing services for the 2017-2018 at a cost of \$37.50 per hour.

**ROLL CALL:**

<u>  </u> <b>Y</b> <b>Mrs. S. Groning</b>	<u>  </u> <b>Y</b> <b>Mrs. A. Langston</b>	<u>  </u> <b>Y</b> <b>Mrs. T. Simitz</b>
<u>  </u> <b>M</b> <b>Dr. M. Kjetsaa</b>	<u>  </u> <b>*</b> <b>Mr. S. Piarulli</b>	<u>  </u> <b>Y</b> <b>Mr. A. Watkins</b>
<u>  </u> <b>Y</b> <b>Ms. L. Koenig</b>	<u>  </u> <b>S</b> <b>Ms. T. Roland</b>	<u>  </u> <b>Y</b> <b>Miss C. Guerriero</b>

\*Mr. Piarulli voted yes to all but #11

- 13. Move to approve the submission of the Superintendent’s Merit Goals achieved for 2016-2017 to the County Superintendent and the subsequent payment of \$10,121.
- 14. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Allison McNulty as a part-time secretary at a rate of \$18.00/hour for the 2017-2018 pending a criminal history background check and mantoux results.

**ROLL CALL:**

<input checked="" type="checkbox"/> <b>S</b> Mrs. S. Groning	<input checked="" type="checkbox"/> <b>M</b> Mrs. A. Langston	<input checked="" type="checkbox"/> <b>Y</b> Mrs. T. Simitz
<input checked="" type="checkbox"/> <b>Y</b> Dr. M. Kjetsaa	<input checked="" type="checkbox"/> <b>Y</b> Mr. S. Piarulli	<input checked="" type="checkbox"/> <b>Y</b> Mr. A. Watkins
<input checked="" type="checkbox"/> <b>Y</b> Ms. L. Koenig	<input checked="" type="checkbox"/> <b>Y</b> Ms. T. Roland	<input checked="" type="checkbox"/> <b>Y</b> Miss C. Guerriero

Items 13 and 14 were voted on after the second Executive Session

**XV. OLD BUSINESS - None**

**XVI. NEW BUSINESS**

Ms. Koenig suggested a field trip to the southernmost fiord which is the Hudson River; Mrs. Langston advised that expired coupons can be used by military overseas; Education/Policy Meeting - October 9<sup>th</sup> at 7 p.m.; B&G/Finance Meeting – October 13<sup>th</sup> at 9 a.m.; Ms. Guerriero read a poem for the Garwood staff.

**XVIII. 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 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: 8:37 p.m.**

**Time returning to public session: 9:22 p.m.**

**XVII. ADJOURNMENT**

Motion to adjourn made at 9:25 p.m.

Moved by: L. Koenig  
Seconded by: M. Kjetsaa  
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,

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Eric Larson, SBA/BS