

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
OCTOBER 20, 2017**

I. CALL TO ORDER

The meeting was called to order at 6:00 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:

NP_ Mrs. S. Groning

P Dr. M. Kjetsaa

P Ms. L. Koenig

P Mrs. A. Langston

P* Mr. S. Piarulli

P Ms. T. Roland

P Mrs. T. Simitz

P Mr. A. Watkins

P Miss C. Guerriero

*Mr. Piarulli left at 7:00 p.m. returned at 7:10p.m.
and left again at 7:31p.m.

III. OTHERS PRESENT

P Dr. Teresa Quigley, Superintendent

P Mr. Eric Larson, SBA/BS

P Ms. Shana Don, Board Attorney

IV. FLAG SALUTE

V. APPROVAL OF MINUTES

Minutes of the July 18, 2017 Special Meeting.

Minutes of the August 15, 2017 Regular Meeting.

Minutes of the August 15, 2017 Executive Session and Goal Setting Meetings.

Minutes of the September 19, 2017 Regular Meeting.

Minutes of both September 19, 2017 Executive Sessions.

ROLL CALL:

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

*Dr. Kjetsaa abstained from 7/18 & 8/15 **Ms. Koenig abstained from 8/15
 Mrs. Simitz abstained from 7/18 & 8/15 *Mr. Watkins abstained from 7/18

VI. PRESENTATION – None

VII. COMMITTEE REPORTS:

Building & Grounds/Finance

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

Mrs. Langston reported that meetings were held on 9/22 and 10/13. Discussed were health benefit plans; Technology Coordinator stipend; State aid received.

Education/Policy & Public Relations

T. Simitz, Chairperson
 S. Piarulli
 C. Guerriero
 M. Kjetsaa

Mrs. Simitz reported that the meeting was held on 10/9. Discussed were the review of the 1200 policies; Staffing positions; Testing results report (for November meeting); Clubs (extra-curricular); the Memorandum of Agreement Between Education and Law Enforcement.

Negotiations

S. Groning, Chairperson
 A. Langston
 T. Roland

No Report

VIII. LIAISON REPORTS: Reports put on hold until November meeting

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

IX. SUPERINTENDENT’S REPORT

Resolved that the Garwood Board of Education accepts the Superintendent’s report.

Dr. Quigley discussed the water main break; The Volunteer Fire Department held an event last Friday at the school; Garwood presenting at the NJSB next week.

Mrs. Emmons gave an overview of the professional development on Columbus Day.

Resolved that the Garwood Board of Education accepts the **October 2017** Superintendent’s report.
Moved by: S. Piarulli Seconded by M. Kjetsaa 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.

The GEA President read a statement regarding the proposed change of the health plan.

Jennifer Blumenstock asked about items 3 and 6 under Committee of the Whole and commented on the health plan proposal’s communication to the GEA.

Karen McCarrick asked about the notification of the October BOE meeting and the health plan proposal communication. Also inquired about training for the Head Teacher.

Linda Koenig commented on the state health plan.

XI. 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 month of August 2017.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the September bills in the amount of \$521,203.06.
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 July and August 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 August 2017 as submitted and certified.

ROLL CALL: Items 1 - 3

NP Mrs. S. Groning	_M_ Mrs. A. Langston	_Y_ Mrs. T. Simitz
Y Dr. M. Kjetsaa	_Y_ Mr. S. Piarulli	_S_ Mr. A. Watkins
Y Ms. L. Koenig	_Y_ Ms. T. Roland	_Y_ Miss C. Guerriero

4. The Garwood Board of Education hereby accepts the AmeriHealth/Trust medical and prescription drug proposal (see attachment) effective January 1, 2018 with “equal or better” benefits as guaranteed in the attached May 25, 2017 letter (see attachment). The AmeriHealth/Trust medical and prescription drug rates are guaranteed from January 1, 2018 through June 30, 2019 (18 months) with a renewal date of July 1, 2019. The Garwood Board of Education hereby appoints Brown & Brown Benefit Advisors as the Broker-of-Record for the AmeriHealth/Trust medical and prescription program effective January 1, 2018.

5. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS,

A. The Garwood Board of Education hereby resolves to terminate its participation in the program Medical Plan and Prescription Drug Plan thereby canceling coverage provided by the State Health Benefits Program and/or School Employees' Health Benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all of its active and retired employees.

B. We shall notify all active employees of the date of their termination of coverage under the program.

C. We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.

D. We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.

E. We understand that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

ROLL CALL: Items 4 – 5 – Voted on after Executive Session

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

XII. BUILDING AND GROUNDS COMMITTEE

1. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the Supervisor of Buildings & Grounds, the use of the gym by the Garwood Lions Club for their annual Halloween Parade on October 31, 2017.
2. Move to approve upon the recommendation of the Chief School Administrator, in cooperation with the SBA/BS, approves the attached three-year Comprehensive Maintenance Plan for 2016-2017 expenditures; 2017-2018 budget; 2018-2019 projected.

ROLL CALL: Items 1 - 2

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

XIII. POLICY COMMITTEE

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

Policy No. 1200	Participation by the Public
Policy No. 1220	Ad Hoc Advisory Committees
Policy No. 1230	School-Connected Organizations
Policy No. 1250	Visitors
Policy No. 1251	Loitering – On Hold

ROLL CALL:

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

XIV. COMMITTEE OF THE WHOLE

1. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the NJQSAC Statements of Assurances for the 2017-2018 school year to be submitted to the New Jersey Department of Education.
2. Move to approve, upon recommendation of the Chief School Administrator, the appointment of the following for the 8th grade play positions pending a satisfactory criminal background check. The funding drawn from the plays proceeds will be used as compensation for services:
 - Play Production – Heather Linken – Choreographer - \$600.
 - Janelle Hartz – Sound - \$450.
 - Michael Hartz – Lights - \$450.
3. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, appointment of the following staff member to the extra-curricular position for the 2017-2018 school year to be remunerated in accordance with the negotiated agreement:

Head Teacher – Matthew Burke

- 4. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, appointment of the following staff to the extra-curricular positions for the 2017-2018 school year as per the negotiated agreement. Clubs must have a minimum of 10 participants and a maximum of 20 participants:

Mustang Works of Heart Club – Carol Del Conte
 I-Steam Club – Denise Cafiero (in conjunction with Garwood Public Library -20 weeks)

- 5. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the following individuals for home instruction for the 2017-2018 school year at the approved hourly rate of pay of \$45.00:

A. Sarina Drummond B. Karen McCarrick C. Janine Murray

- 6. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, appointment of Michele Tortorici as a part-time secretary, not to exceed 25 hours per week, at a rate of \$18.00 per hour pending a criminal history background check and mantoux results.

- 7. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of the following as part-time paraprofessionals, not to exceed 25 hours per week, for the 2017-2018 school year at a rate of \$13.25 per hour pending criminal history background check and mantoux result:

A. Allison Dizon B. Christine Silecchia C. Leslie Segebade

ROLL CALL: Items 1 - 7

<u>_NP_</u> Mrs. S. Groning	<u>_Y*</u> Mrs. A. Langston	<u>_Y_</u> Mrs. T. Simitz
<u>_Y_</u> Dr. M. Kjetsaa	<u>_NP_</u> Mr. S. Piarulli	<u>_Y_</u> Mr. A. Watkins
<u>_S_</u> Ms. L. Koenig	<u>_M_</u> Ms. T. Roland	<u>_Y_</u> Miss C. Guerriero

* Mrs. Langston voted yes to all but #6

- 8. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the revised employment contract of Darlene Lipsett to reflect a salary of \$38,981 effective September 1, 2017.

ROLL CALL: Item 8 – Voted on after Executive Session

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

- 9. Move to approve upon the recommendation of the Chief School Administrator, the

appointment of the following substitute personnel for the 2017-2018 school year:

- A. Mary Corrine Furstenburg - Substitute Paraprofessional
- B. Sara Kahrman - Substitute Teacher/Paraprofessional

10. Move to approve, upon recommendation of the Chief School Administrator the findings and decisions presented at the September 19, 2017 board meeting regarding bullying incident G-1.

11. Move to approve, upon recommendation of the Chief School Administrator, the following board members to attend the annual school board’s convention in Atlantic City, NJ from October 23, 2017 to October 26, 2017 at the following cost: transportation to be reimbursed at .31 cents per mile, meals and incidentals not to exceed \$59.00 per day, lodging at a cost of \$107.00 per night (excluding taxes) not to exceed three nights, and workshop registration of \$300 each person:

1 night – Teresa Quigley and Linda Koenig

12. Move to approve, upon recommendation of the Chief School Administrator, the following board members to attend the annual school board’s convention in Atlantic City, NJ from October 23, 2017 to October 26, 2017 at the following cost: transportation to be reimbursed at .31 cents per mile, meals and incidentals not to exceed \$59.00 per day, lodging at a cost of \$107.00 per night (excluding taxes) not to exceed three nights, and workshop registration of \$300 each person:

3 nights - Amanda Langston and Mary Ann Kjetsaa

13. Move to approve, upon recommendation of the Chief School Administrator, the following board member to attend the annual school board’s convention in Atlantic City, NJ from October 23, 2017 to October 26, 2017 at the following cost: transportation to be reimbursed at .31 cents per mile, meals and incidentals not to exceed \$59.00 per day, lodging at a cost of \$107.00 per night (excluding taxes) not to exceed three nights, and workshop registration of \$300 each person:

2 nights – Tracey Roland

ROLL CALL: Items 9 - 13

NP Mrs. S. Groning	M**** Mrs. A. Langston	S* Mrs. T. Simitz
Y** Dr. M. Kjetsaa	NP Mr. S. Piarulli	Y Mr. A. Watkins
Y***Ms. L. Koenig	Y*****Ms. T. Roland	Y Miss C. Guerriero

*Mrs. Simitz voted yes to all but item 11 ****Mrs. Langston abstained from item 12
 Dr. Kjetsaa abstained from item 12 ***Ms. Roland abstained from item 13
 ***Ms. Koenig abstained from item 11

14. Move to approve, upon recommendation of the Chief School Administrator, that Eric Larson be

hired as the Garwood Business Administrator/Board Secretary with employment terms mirroring his current employment contract with the Mountainside BOE. Upon County approval, the Board will vote on the finalized employment contract.

ROLL CALL: Item 14 – Voted on after Executive Session

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

XV. OLD BUSINESS - None

XVI. NEW BUSINESS

Dr. Quigley will email board members for committee meeting dates.
Candidates night at next PTA meeting.

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 will return to public session to take action:

<u> </u> X personnel matter, staff	<u> </u> safety and protection of property
<u> </u> personal matter, student	<u> </u> X contract negotiations
<u> </u> litigation	<u> </u> X 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: 7:12 p.m.

Time returning to public session: 8:00 p.m.

XIX. ADJOURNMENT

Motion to adjourn made at 8:08 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,

Eric Larson, SBA/BS