

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING MINUTES
NOVEMBER 21, 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> P <u> </u> Mrs. S. Groning	<u> </u> P <u> </u> Mrs. A. Langston	<u> </u> P <u> </u> Mrs. T. Simitz
<u> </u> P <u> </u> Dr. M. Kjetsaa	<u> </u> P <u> </u> Mr. S. Piarulli	<u> </u> NP <u> </u> Mr. A. Watkins
<u> </u> P <u> </u> Ms. L. Koenig	<u> </u> P <u> </u> Ms. T. Roland	<u> </u> P <u> </u> Miss C. Guerriero

III. OTHERS PRESENT

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

IV. FLAG SALUTE

V. ANNOUNCEMENT OF UNOFFICIAL RESULTS OF SCHOOL ELECTION:

3 – Three year terms: Ms. Linda Koenig – 380
Mr. Albert DelConte – 404
Miss. Christine Guerriero – 387

Mr. Joseph Miceli – 322
Mrs. Kimberly Ficcarra – 292
Ms. Arlene Yanogacio – 184

1 – One year term: Dr. Mary Ann Kjetsaa - 424

VI. APPROVAL OF MINUTES

Minutes of the October 20, 2017 regular meeting
Minutes of the October 20, 2017 executive session meeting

ROLL CALL:

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

VII. PRESENTATION – Rescheduled Testing Report – Presented by Dr. Quigley and Mrs. Emmons

Public Comments: Bruce Patterson asked the names of the standardized tests; Where NJ stands in education ranking in the U.S.; The number of states that take the PARCC; How to interpret the PARCC scores by grade.

VIII. COMMITTEE REPORTS:

Building & Grounds/Finance

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

Mrs. Langston reported that the meeting was held on November 16th. Discussed were B&G updates; Gym floor status; 2016-2017 surplus; Facilities Audit; Send/Receive contract; Employment contract for E. Larson; School Security Officer.

Education/Policy & Public Relations

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

Mrs. Simitz reported that the meeting was held on November 13th. Discussed were the 1000 policy series; MOA with Law Enforcement; Student teachers; Nursing plan; Staffing plans for 2017-2018.

IX. LIAISON REPORTS:**Clark Board of Education**

C. Guerriero

Miss. Guerriero reported that meetings were held on October 2nd and November 6th. The following items were approved District Goals; Statement of Assurance for NJQSAC; New semester length curriculum guide; Marching Band to attend competition on October 14th; Merit Goal payment approval; School improvement panels for each school for 217-2018; Junior Thespian Society at Kumph; Out of district high school placement; School physician.

Education Foundation of Garwood

T. Roland

Ms. Roland reported that there will be a fundraising event on December 6th at Rosie's for \$30 per person; December 1st is the deadline for grant applications for teachers; April 26th is the 14th annual appreciation dinner.

Representative to the Borough Council

Sal Piarulli reported that the following were discussed; The fieldhouse will cost \$47,500 to repair; There is a rat problem in one section of town; The costs for surveys for the 52 units will be borne by taxpayers.

Union County Educational Services Commission

A. Watkins/L. Koenig

No report. The next meeting is in December 6th.

Union County School Boards Association

A. Langston/T. Simitz

Mrs. Langston reported that the NJSBA Delegates Assembly was held on November 18th. Two resolutions were proposed. 1 – Dealt with last year's fiasco with state budget projections being changed after district's passed their budgets. 2- Proposed new policy language requiring that state fully fund all special education costs on a current year basis and limit the increases of out of district providers. Both resolutions passed.

X. SUPERINTENDENT'S REPORT

Dr. Quigley reported that the NJSB workshop presented on October 25th by Garwood went well; Trick or Trunk was a success as was the Halloween Parade; Candidates night hosted by the PTA went well; On November 14th parents and board members were welcomed into classes for American Education Week; 8th grade play was a success; Parent conferences were just completed; There were two HIB cases which were turned over to the Garwood police; The MOA is on the agenda; More nursing agencies are on the agenda; New paraprofessionals are on the agenda; The semi-final football game with Hillside and Clark was a great game; Happy Thanksgiving.

Resolved that the Garwood Board of Education accepts the **November 2017** Superintendent's report. Moved by: S. Groning Seconded by T. Simitz 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.

XI. 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. Patterson asked about potential mercury on gym floor; Asked about the send/receive; Asked about Pay it Forward Club; Asked about items 1 and 5 under Committee of the Whole; Asked about item 2 under Building and Grounds; Congratulations to the newly elected BOE members.

XII. 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 September 2017.
2. Move to approve, upon recommendation of the Chief School Administrator and the SBA/BS, the payment of the bills in the amount of \$ \$869,087.48.
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 September 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 September 2017 as submitted and certified.

ROLL CALL: Items 1-3

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

*Dr. Kjetsaa abstained from voting on check # 12336

XIII. BUILDING AND GROUNDS COMMITTEE

ROLL CALL: Move to hold item 2 until after Executive Session

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

1. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Supervisor of Building and Grounds, the use of the gym by the Garwood Recreation Department from November 27, 2017 thru February 28, 2018, Monday thru Thursday between 6:00 p.m. and 9:00 p.m. at a cost of \$250.

ROLL CALL: Item 1

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

2. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Supervisor of Buildings and Grounds, the District Wide Facilities Audit proposal from Architect Solutions Architecture at a cost of \$14,500.

ROLL CALL: Item 2 voted on after Executive Session

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

XIV. POLICY COMMITTEE

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

Policy No. 1312	Community Complaints and Inquiries
Policy No. 1314	Fundraising
Policy No. 1322	Contests for Pupils
Policy No. 1330	Use of School Facilities/Equipment - revised
Policy No. 1410	Local Units
Policy No. 1600	Relations Between Other Entities and the District - revised

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

- 3. Move to approve, upon the recommendation of the Chief School Administrator, the deletion of the following:

Policy No. 1251	Loitering
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ROLL CALL: Items 1-3

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

XV. COMMITTEE OF THE WHOLE

ROLL CALL: To hold items 1 and 5 until after Executive Session

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

- 1. Move to approve, upon recommendation of the Chief School Administrator and Board Counsel for Special Education, the Settlement Agreement and Release for student 6907098229 and authorizes the payment of the costs for the 2017–2018 school year, ESY 2017 and the 2018 – 2019 school year in accordance with its terms.

ROLL CALL: Item 1voted on after Executive Session

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

- 2. Move to approve, upon recommendation of the Chief School Administrator, the tuition contract for the 2017-2018 school year with the Department of Children and Families, Education Office for payment of tuition to the Garwood BOE.

- 3. Move to approve, upon recommendation of the Chief School Administrator, board member Amanda Langston to attend the annual delegate assembly in West Windsor, NJ on November 18, 2017 from 9:00 a.m. to 12:00 p.m. at the following cost: transportation to be reimbursed at .31 cents per mile. There is no registration fee for the workshop.
- 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 position for the 2017-2018 school year as per the negotiated agreement:

Yearbook Advisor – Margaret Hak

ROLL CALL: Items 2-4

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

*Mrs. Langston abstained from item 3

- 5. Move to approve, upon recommendation of the Chief School Administrator, submission of employment contract for Eric Larson as Business Administrator/Board Secretary at a salary of \$84,000 to the County Executive Superintendent for approval.

ROLL CALL: Item 5 voted on after Executive Session

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

- 6. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, appointment of the following as substitute teachers at the approved rate of pay for the 2017-2018 school year pending a satisfactory criminal background check and mantoux test:

- | | |
|------------------|----------------------|
| A. Jeanine Allen | B. Monica Archer |
| C. Diane Killmer | D. Sophia Koutzoulis |

- 7. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Lincoln School Principal, the appointment of Nicole Tarantino as a part-time elementary teacher on BA Step 1 and part-time paraprofessional with benefits pending a criminal history background check and mantoux results.
- 8. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Anthony Mondì effective November 22, 2017.

9. Move to approve, upon recommendation of the Chief School Administrator and the Lincoln School Principal the following individual for student teaching from January 2, 2018-April 13, 2018:

Kathryn Bree, University of Phoenix - Karen Mc Carrick

10. Move to approve, upon recommendation of the Chief School Administrator and the Lincoln School Principal, the following field trips:

- A. Student Council, November 29, 2017, 9/11 Memorial
- B. 8th Grade, December 7, 2017, T. Jefferson and A. Hamilton

Mrs. Benc, Mrs Drummond and Mrs. Emmons

11. Move to approve, upon recommendation of the Chief School Administrator, the Memorandum of Agreement between Education and Law Enforcement Officials.

12. Move to approve, upon recommendation of the Chief School Administrator, in cooperation with the Certified School Nurse the 2017-2018 Nursing Plan.

13. Move to approve, upon recommendation of the Chief School Administrator, agreements between the Garwood Board of Education and the following nursing services to provide substitute nursing services for the 2017-2018 school year:

- A. Bayada Nursing Services
- B. Horizon Healthcare Staffing

14. 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:

School Spirit Club – Tamara Benc

15. Move to approve, upon recommendation of the Chief School Administrator, the Board of Education goals developed at the August 15, 2017 Goal Setting Meeting for the 2017-2018 school year:

To develop an evaluation timeline for the superintendent evaluation and the board self-evaluation and have 100% participation.

To continue Board of Education onsite professional development.

ROLL CALL: Items 6 - 15

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

16. Move to approve with regrets, upon recommendation of the Chief School Administrator, the resignation of Thomas Dovidio effective December 4, 2017.

ROLL CALL: Item 16 voted on after Executive session

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

XVI. OLD BUSINESS - None

XVII. NEW BUSINESS – Recommend Executive Session on December 19th at 6:30 p.m. in lieu of committee meetings. All Ayes.

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 or may not return to public session to take action:

<u>X</u> personnel matter, staff	<u> </u> safety and protection of property
<u>X</u> personal matter, student	<u>X</u> contract negotiations
<u> </u> litigation	<u>X</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: 9:30 p.m.

Time returning to public session: 10:29 p.m.

XIX. ADJOURNMENT

Motion to adjourn made at 10:33 p.m.

Moved by: L. Koenig
Seconded by: S. Groning
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