

**GARWOOD BOARD OF EDUCATION
GARWOOD, NEW JERSEY
REGULAR MEETING AGENDA
AUGUST 17, 2010**

CALL TO ORDER:

The meeting was called to order at 6:45 p.m. by Board President Adele Lewis 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 Chronicle*, the official newspaper for legal ads of the Garwood Board of Education, the *Home News Tribune*, *Courier News*, *Westfield Leader* and *Clark Patriot*. Notice of this meeting was sent to the *Borough Clerk*, and a copy of this meeting notice is posted on the front door of the *Washington* and *Lincoln Schools*.

MOMENT OF SILENCE:

FLAG SALUTE:

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

OTHERS PRESENT:

_____ Dr. Teresa Quigley, Superintendent
_____ Mr. John Geppert, Board Attorney

CORRESPONDENCE:

Letters sent: Garwood Knights of Columbus Thank you

Letters received: Samuel Abbaticola Thank you
 Mrs. Graber Maternity Leave

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 checked="" type="checkbox"/> personnel matter, staff | <input type="checkbox"/> safety and protection of property |
| <input type="checkbox"/> personal matter, student | <input checked="" type="checkbox"/> contract negotiations |
| <input type="checkbox"/> litigation | <input checked="" 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.

APPROVAL OF MINUTES:

1. Be it resolved that the GBOE approves the minutes of the July 20, 2010 Goal Setting Meeting and that same be made a part of the official record.
2. Be it resolved that the GBOE approves the minutes of the July 20, 2010 Executive Session Meeting and that same be made a part of the official record.

ROLL CALL:

- | | | |
|---|---|---|
| <input type="checkbox"/> Mr. R. Graham | <input type="checkbox"/> Miss C. Guerriero | <input type="checkbox"/> Mrs. K. Rusin |
| <input type="checkbox"/> Mrs. B. Greet | <input type="checkbox"/> Ms. L. Koenig | <input type="checkbox"/> Mr. J. Sullivan |
| <input type="checkbox"/> Mrs. S. Groning | <input type="checkbox"/> Mr. B. McDermott | <input type="checkbox"/> Mrs. A. Lewis |

COMMITTEE DISCUSSIONS:

BUILDINGS & GROUNDS

- Summer projects
- Washington School move

FINANCE

- Grant money
- SAIF Insurance broker
- Shared Services Business Administrator

POLICY & PUBLIC RELATIONS

- Policy No. 3240 – Tuition Income
- Pupil/Parent Handbook
- Faculty Handbook

EDUCATION

- Special Education aides
- Outdoor Education Stokes
- NJASK scores

SUPERINTENDENT’S REPORT:

Be it resolved that the Garwood Board of Education accepts the August 2010 Superintendent’s report.

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.

FINANCE COMMITTEE:

1. WHEREAS, pursuant to NJAC 6A:23-2.12(c) the Board Secretary certifies that through the end of the month of **June 2010** no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Garwood Board of Education pursuant the NJSA 18A:22-8 and 18A22-8.1;

Be it resolved that GBOE approves the financial reports of the Board Secretary (Receipt Account Totals, Expenditure Account Totals, Balance Sheet and Secretary's Report) and Treasurer of School Monies Report as are on file through the end of the month of **June 2010**. They are in agreement with a Cash Balance of Cash Receipts total Cash Expenditures total Contractual Orders total leaving an Appropriation Balance of

Board Secretary's Certification

Date

Board of Education's Monthly Certification
Budgetary Major Account/Fund Status

Pursuant to NJAC 6A:23-2.12(c), I certify that as of **June 2010** after review of the Board Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, to the best of my knowledge no major account or fund has been over expended in violation of NJAC 6:20-2.13 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Certification

Date

FINANCE COMMITTEE:

- 2. Be it resolved that the GBOE, as recommended by the Superintendent of Schools in cooperation with the SBA/BS, approves the payment of the bills in the amount of \$.
- 3. Be it resolved that the GBOE, as recommended by the Superintendent of Schools in cooperation with the SBA/BS, approves the following line item transfers:

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

- 4. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, approves the following fee for the 2010-2011 school year:

Kindergarten Aftercare - \$20.00 per week or \$700 per year

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

- 5. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, approves rescinding the motion from the April 27, 2010 Reorganization meeting approving John A. Latimer-The Barclay Group as the Risk Management Consultant.

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

- 6. **WHEREAS**, the Garwood Board of Education, (“Educational Facility”) has resolved to join the School Alliance Insurance Fund (“SAIF”) following a detailed analysis; and **WHEREAS**, the Bylaws of SAIF require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and **WHEREAS**, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established by SAIF; **NOW THEREFORE, BE IT RESOLVED**, that the Garwood Board of Education hereby appoints Brown & Brown, Inc., as its Risk Management Consultant in accordance with the Fund’s Bylaws.

ROLL CALL:

<input type="checkbox"/> Mr. R. Graham	<input type="checkbox"/> Miss C. Guerriero	<input type="checkbox"/> Mrs. K. Rusin
<input type="checkbox"/> Mrs. B. Greet	<input type="checkbox"/> Ms. L. Koenig	<input type="checkbox"/> Mr. J. Sullivan
<input type="checkbox"/> Mrs. S. Groning	<input type="checkbox"/> Mr. B. McDermott	<input type="checkbox"/> Mrs. A. Lewis

7. **WHEREAS**, the Garwood Board of Education, hereafter referred to as “**Educational Facility**” is a member of the School Alliance Insurance Fund, hereinafter referred to as “**Fund**”; and

WHEREAS, said renewal membership terminates as of July 1, 2010 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

WHEREAS, the **Educational Facility** is afforded the following types of coverages:

- Workers’ Compensation
- Foreign Travel Liability
- Package – Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- Excess Liability (AL/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)
- Student Accident
- Supplemental Indemnity – Workers’ Compensation
- Security Guard Liability

WHEREAS, the **Educational Facility** desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2010 and ending July 1, 2013 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or Department of Banking and Insurance.
2. The **Educational Facility’s** Business Official Teresa, Quigley, is hereby appointed as **Educational Facility’s** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Educational Facility’s** renewal of its membership.

This Resolution agreed to the 17th day of August 2010, by a vote of:

<input type="checkbox"/> Affirmative	<input type="checkbox"/> Abstain
<input type="checkbox"/> Negative	<input type="checkbox"/> Absent

By: _____

**SCHOOL ALLIANCE INSURANCE FUND
INDEMNITY AND TRUST RENEWAL AGREEMENT**

THIS AGREEMENT, made this 17th day of August, 2010, in the County of Union, State of New Jersey, by and between the School Alliance Insurance Fund, hereinafter referred to as "**Fund**", and the Governing Body of the Garwood Board of Education hereinafter referred to as "**Educational Facility**"; and

WHEREAS, the **Fund** seeks to provide its members with the insurance coverage; and

WHEREAS, two or more educational facilities have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto; and

WHEREAS, the **Educational Facility** is currently a member of said **Fund**; and

WHEREAS, the **Educational Facility** has resolved to renew said membership;

NOW, THEREFORE, it is agreed as follows:

1. The **Educational Facility** hereby renews its membership in the **Fund** for a three (3) year period, beginning July 1, 2010, and ending July 1, 2013 at 12:01 a.m. eastern standard time.
2. The **Educational Facility** agrees to participate in the **Fund** with respects to the types of Insurance stated in the Renewal of Membership Resolution.
3. The **Educational Facility** hereby ratifies and affirms the bylaws and other organizational and operational documents of the **Fund** and as from time to time amended and altered by the **Fund** and/or department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were executed contemporaneously herewith.
4. The **Educational Facility** agrees to be a participating member of the **Fund** for the period Herein provided for and to comply with all of the rules and regulations and obligations associated with said membership .
5. In consideration of renewal of membership in the **Fund**, the **Educational Facility** agrees that for those types of insurance in which it participates, the **Educational Facility** shall jointly and severally assume and discharge the liability of each and every member of the **Fund** all of whom, as a condition of membership in the **Fund**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Facility** is pledged to the punctual payment of any sums which shall become due to the **Fund** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
6. If the **Fund**, in the enforcement of any part of the Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the **Educational Facility** agrees to reimburse the **Fund** for all such reasonable expenses, fees and costs on demand.
7. The **Educational Facility** and the **Fund** agree that the **Fund** shall hold all monies paid by the **Educational Facility** to the **Fund** as fiduciaries for the benefit of the **Fund** claimants all in accordance with applicable statutes and/or regulations.
8. The **Fund** shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1 *et. seq.* and such other statutes and regulations as may be applicable.
9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute this Agreement to renew membership.

By: _____
Authorized Signature

By: _____
Chairperson, School Alliance Insurance Fund

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

EDUCATION COMMITTEE:

1. Be it resolved that the GBOE grants approval for the Superintendent of Schools to make application for IDEA Grant for fiscal year 2011 as follows:

Basic - \$116,266.
 Preschool - \$3,554.

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

POLICY COMMITTEE:

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

Policy No. 3240 – Tuition Income

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

2. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, approves the following for the 2010-2011 school year:

Pupil/Parent Handbook
 Faculty Handbook

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

COMMITTEE OF THE WHOLE:

- 1. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, approves a maternity disability leave of absence for Caren Graber to commence on or about September 7, 2010 as follows:

Sick leave: Approximately thirteen (13) days of accumulated sick leave from September 7, 2010 to October 6, 2010.

Unpaid leave of absence: In accordance with the New Jersey Family Leave Act from October 7, 2010 to November 18, 2010.

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

- 2. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, approves Alyson Guerriero as a volunteer assistant for the girls' field hockey team pending a satisfactory criminal record check.

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

- 3. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, approves the appointment of the following part-time paraprofessionals without benefits for the 2010-2011 school year at an hourly rate of \$10.50:

Debra Delise

Scott Diaz

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

- 4. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, approves the appointment of Ed Syers as a part-time bus driver without benefits for the 2010-2011 school year at an hourly rate of \$15.00.

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

- 5. Be it resolved that the GBOE, as recommended by the Superintendent of Schools, in cooperation with the Lincoln School Principal, approves the 7th grade field trip to Stokes State Forest on September 22-24, 2010.

ROLL CALL:

___ Mr. R. Graham	___ Miss C. Guerriero	___ Mrs. K. Rusin
___ Mrs. B. Greet	___ Ms. L. Koenig	___ Mr. J. Sullivan
___ Mrs. S. Groning	___ Mr. B. McDermott	___ Mrs. A. Lewis

OLD BUSINESS:

NEW BUSINESS: NJSBA Workshop 2010

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,

Linda Koenig, Acting Board Secretary