

SCOTCH PLAINS-FANWOOD BOARD OF EDUCATION
Regular Public Meeting Minutes
May 19, 2022

Dr. Kulikowski called the meeting to order at 7:30 p.m. in the Administration Building at 512 Cedar Street, Scotch Plains, NJ.

Members Present Ms. Nancy Bauer
 Mrs. Amy Boroff
 Ms. Deb Brody
 Mr. Evan Murray, Vice President
 Dr. Karen Kulikowski, President

Members Absent Mrs. Karen Mitchell
 Ms. Stephanie Suriani
 Ms. Tonya Williams
 Ms. Amy Winkler

Others Present Joan Mast, Ed.D., Superintendent of Schools
 Robert A. McGarry, Ed.D., Assistant Superintendent of
 Curriculum and Instruction
 Christopher Jones, Business Administrator/Board Secretary
 Jeanne Cleary, Director of Operations and Special Projects
 James Canellas, Assistant Business Administrator/
 Assistant Board Secretary
 Peter N. Pitucco, Director of Human Resources
 Lisa Rebimbas, Director of Special Services
 Douglas Silvestro, Esq., Board Attorney

Motion by Ms. Winkler, seconded by Ms. Bauer at 7:31 p.m., that the Board of Education adopts the following resolution:

WHEREAS, the Board of Education must discuss subjects concerning Personnel, Suspension/Detention Reports, HIB, and Legal Matters; and,

WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in a public meeting; and,

WHEREAS, the aforesaid subjects to be discussed are within the exemptions which are permitted to be discussed and acted upon in private session pursuant to P.L. 1975, Chapter 231,

IT IS THEREFORE RESOLVED that the aforesaid subjects shall be discussed in private recess by this Board and administrative staff, and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

Carried 5-0-0

Pledge of Allegiance

Superintendent's Report

Business Administrator's Report

Board President's Announcement

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Scotch Plains-Fanwood Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the Board of Education offices located at 512 Cedar Street, Scotch Plains, New Jersey. Such notice was also provided in written notice forwarded to the *Times*, now known as the *Union County Hawk*, the *Star Ledger*, the Township Clerk of Scotch Plains and the Borough Clerk of Fanwood in the revised Annual Notice of Regularly Scheduled Meetings as adopted September 1, 2021.

Instructional Updates

- Union County Arbor Day Poetry Contest Winner-Second Place - Emma Pisarchik
- PTA Council and PTA Presidents

Public Comments

The meeting was open for public comments at 8:20 p.m.

Kim Bongiorno, SP - Discussed upcoming legislation regarding gender identity

John Dening, SP - Discussed track team underfunding vs Dr. Joshi cost

Lisa Lebowitz, SP - Disagrees with the new health standards by the state

Matthew Angulo, SP- Student - Thanked the board for Arts support. Would like better sound in the auditorium as well as refurbishment.

Miguel Angulo, SP - Enjoyed Les Miserables and thanked the board for the Arts support.

Public comments ended at 8:33 p.m.

Committee Report

Community Relations - report by Ms. Brody

Letters to the Board

Two emails were received from the public. The appropriate administrator responded.

Board Motions

Superintendent's Report

Motion by Ms. Brody, seconded by Ms. Bauer, that the Board of Education:

1-S approves the additional Extended School Year Placement Summer 2022 – Private:

<u>Case #</u>	<u>Classified</u>	<u>Placement</u>	<u>ESY Cost</u>
13-11	ERI	Winston School	\$12,900.00

2-S approves the superintendent's decision in the following HIB case discussed in Executive Session on May 10, 2022 that was determined not to be HIB:

Level I Pupil Records Identified by Schools
 3.4 Personal Identifying Data

Pupil Record	Ident. #	Br	Coles	Evg	McG	One	Park	Terrill	HS
Emergency Contact Card	3.4.1	X	X	X	X	X	X	X	X
Student Registration	3.4.2	X	X	X	X	X	X	X	X
Publicity Release	3.4.3	X	X	X	X	X	X	X	X
Acceptable Use Policy	3.4.4	X	X	X	X	X	X	X	X
Home Language Survey	3.4.5	X	X	X	X	X	X	X	X
Military Recruitment	3.4.6								X

Level I Pupil Records Identified by Schools
 3.5 Pupil Description and Parent Contact

Pupil Record	Ident. #	Br	Coles	Evg	McG	One	Park	Terrill	HS
Parent – Teacher Conference Report	3.5.1	X	X	X	X	X	X	X	
Intervention & Referral Forms	3.5.2	X	X	X	X	X	X	X	X
Section 504 Forms	3.5.3	X	X	X	X	X	X	X	X
Harassment, Intimidation & Bullying Forms	3.5.4	X	X	X	X	X	X	X	X
Request to Release Pupil Records	3.5.5	X	X	X	X	X	X	X	X
Request for Special Transportation	3.5.6	X	X	X	X	X	X	X	X
*Student Discipline	3.5.7	X	X	X	X	X	X	X	X
Bus Conduct Form	3.5.8	X	X	X	X	X	X	X	X

* Revised for the 2021-2022 school year.

**During the 2020-2021 school year, some district forms were transferred to online platforms such as Google Forms and PowerSchool. The content of the forms did not change.

5-S approves the Curricula Matrix for the 2022-2023 School Year as presented.

6-S approves the change of out of district placement for the following student for the 2021-2022 School Year:

Case	Classification	Placement	Prorated Cost
13-11	OHI	Windsor School	\$12,040

Carried 5-0-0 on a roll call vote

1-PERS Motion by Mr. Murray, seconded by Mrs. Boroff, that the Board of Educations approves the Superintendent’s recommendations for personnel on the Personnel Report dated May 19, 2022 in the areas noted below:

1. Retirements
2. Resignations/Terminations
3. Appointments
4. Reappointments
5. Change of Status
6. Leaves of Absence
7. Auxiliary Employment
8. Substitute Staff as needed for the 2021-2022 School Year

Carried 5-0-0

Business Report

Motion by Mrs. Boroff, seconded by Mr. Murray, that the Board of Education:

1-BUS approves Staff Training Report dated May 19, 2022.

<p align="center">Scotch Plains-Fanwood Public Schools Board Approval for Staff Training and Seminars, Conventions and Conferences Board Meeting: May 19, 2022</p>						
Number Attending	Conference Title	Dates Location	Anticipated Reimbursement	Purpose	Date of Request	Date of Board Approval
	<p>* Expenses may exceed state and federal reimbursement guidelines + How will this activity promote the delivery of instruction, improvement of curriculum, or further district goals?</p>					
One	Superintendent’s Leadership Network Institute – Lead the Charge	June 27-30, 2022 Palm Beach, FL Sponsor: Schlechty Center	\$1,353.00 (travel expenses for registration for 4 day conference)	Attend Superintendent’s Leadership Network Institute.	May 5, 2022	May 19, 2022

2-BUS Approved May 10, 2022

3-BUS Approved May 10, 2022

- 4-BUS Approved May 10, 2022
- 5-BUS approves the continuation of the existing Subscription Busing Program at the rate of \$650.
- 6-BUS approves the Environmental Safety Management Corporation proposal for Professional Services for Certified Industrial Hygienist of Record - Indoor Air Quality Management Services for the 2022-2023 academic year. Includes Quarterly Indoor Air Quality Monitoring at each of the eight schools, includes site inspections, monitoring, sampling, travel plus costs of laboratory analysis, etc. Data Analysis and report preparation for all assessments, Fees will be \$195 per hour, total fee will not exceed \$32,000.
- 7-BUS approves the renewal of Aetna Medical Insurance with a 4.5% rate increase from the rates paid in 2021-2022 and the Dental insurance provider change from Delta Dental to Aetna Dental with an 11% decrease from the rates paid in 2021-2022. The renewal period is July 1, 2022 through June 30, 2023.
- 8-BUS approves RAS Technology Consultants, Inc. of Skillman, NJ to provide consultation services that will include supervision, implementation and training for all PowerSchool activities related to high school and middle school scheduling for the year 2022-2023 and provide technical training and phone support district wide for the cost of \$5,000.
- 9-BUS approves renewal of the contract with Strauss Esmay Associates' PASS Services including, but not limited to, policy alerts that provide new and revised Policy and Regulation Guides, monthly issues of *New Jersey School Digest*, Education Law Access for NJ (ELAN), Annual Educational Policy Seminar, unlimited consultation on policy issues, and District and Public Access Online Services at a total fee of \$4,835 (\$50 increase) for the period commencing July 1, 2022 - June 30, 2023.
- 10-BUS approves the Agreement for participation in coordinated transportation services with the Union County Educational Services Commission (UCESC) for the 2022-2023 school year at a total amount based on actual contract cost plus 4% administration fee.
- 11-BUS approves the designation of the following official depositories for the 2022-2023 school year:
- a) that TD Bank, Scotch Plains, New Jersey be designated the official depository for school funds, and that both the checking accounts and savings accounts in this bank be official depositories, listed below:

1. Operating Checking Account - all checks, drafts and notes will be signed by the President, Secretary and Treasurer of School Monies except in the absence of the President of the Board, the Vice President, may sign in his/her place;
 2. Payroll and Payroll Agency – checks made from these accounts require the Business Administrator and Treasurer of School Monies’ signatures;
 3. Scotch Plains-Fanwood Board of Education State Unemployment Insurance Trust Fund – all checks, drafts and notes will be signed by the Business Administrator and the Supervising Accountant;
 4. Scotch Plains-Fanwood Flexible Spending Account (FSA) – all checks will be signed by the School Business Administrator, or his designee;
 5. Scotch Plains-Fanwood Cafeteria Fund – all checks, drafts and notes will be signed by the School Business Administrator and the Supervising Accountant;
 6. Scotch Plains-Fanwood Community Education Fund – all checks, drafts and notes will be signed by the School Business Administrator and the Community School Coordinator;
 7. Scotch Plains-Fanwood High School Athletic Fund – all checks, drafts, and notes will be signed by the Assistant Principal-Athletics and the School Business Administrator or his designee;
 8. Scotch Plains-Fanwood Student Activity Funds for Scotch Plains-Fanwood High School, Nettingham Middle School and Terrill Middle School – all checks, drafts and notes will be signed by the Principal and the Business Administrator or his designee;
 9. Scotch Plains-Fanwood Elementary Student Activity Account – all checks will be signed by the School Business Administrator, or his designee, and the related school principal;
 10. Scotch Plains-Fanwood Music Account – all checks will be signed by the Supervisor of Fine Arts and the School Business Administrator; and
 11. Scotch Plains-Fanwood Petty Cash Fund – all checks, drafts and notes will be signed by the School Business Administrator and the Supervising Accountant.
- b) that TD Bank be designated for investment purposes.

12-BUS approves the following resolution:

**Scotch Plains-Fanwood Board of Education
 Food Service 2022-2023
 Management Fee and Guarantee Language**

Be it resolved that the Scotch Plains-Fanwood Board of Education “SFA” approves the renewal of the Food Service Management contract with The Pomptonian, Inc. “FSMC” for the food service operation for 2022-2023.

- 1) During regular service and normal operations (full in-person instruction, five (5) days a week) with full attendance and all students having access to the cafeteria, FSMC shall receive, in addition to the costs of operation, a management fee of \$.0567 for each \$1.00 of sales to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The District guarantees the payment of such costs and fee to the FSMC.

- 2) As a result of the uncertainties due to supply chain disruptions, food and paper cost increases due to inflation, and the impact of minimum wage increases on cost of labor there is no guaranteed operating result. The FSMC will strive to maintain an economically efficient operation.

13-BUS approves the Statistical Forecasting, LLC Proposal to perform a demographic analysis for the district in the amount of \$27,100 for Professional Services. Funds will be withdrawn from the Capital Reserve.

14-BUS approves the renewal of Amaker and Porterfield transportation and routes for the 2022-2023 school year with an increase of 1.91%.

Route	Cost Per Diem
S3	\$229.31
SOPD1	262.30
BPD	145.66
BPD2	207.15
MPS	131.43
CPS	156.34
BFDK	223.26
B/SO-AM-PK	214.05

Special Ed Transportation For The Following Summer Routes:	
ESY 2	238.64
ESY 3	238.64
ESY 4	238.64
ESY 6	238.64

15-BUS adopts the following resolution to participate in the interschool athletic programs sponsored by the NJSIAA:

WHEREAS, The Scotch Plains-Fanwood Board of Education of School District hereby enrolls as a member of the New Jersey State Interscholastic Athletic Association (NJSIAA), a non-profit association of the public and non-public high schools in the State of New Jersey, and is authorized to participate in the approved athletic activities sponsored by the NJSIAA. The Board of Education hereby adopts as its own policy and agrees to be governed by the Constitution, Bylaws, Rules and Regulations of the NJSIAA, and,

WHEREAS, a school must maintain a status of “Member in Good Standing” as outlined in the Principal’s Affidavit to remain eligible for NJSIAA activities and tournaments.

NOW, THEREFORE, BE IT RESOLVED, that the NJSIAA must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in NJSIAA Bylaws, Article V. Toward that end, the Principal in each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that the school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the Bylaws, including the forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.,

BE IT FURTHER RESOLVED, that the membership dues for the 2022-2023 school year is \$2,500 (\$0 increase).

16-BUS acknowledges receipt of the district schools Security and Fire Drill Reports for the month of April 2022.

17-BUS receipt of Board Secretary’s Reports, Treasurer of School Funds Reports, and Budget Adjustments: - **Postponed to June**

18-BUS receipt of disbursement listings dated April 30, 2022: - **Postponed to June**

- Creative Summer Workshop
- Cafeteria
- Payroll Agency Account
- Petty Cash
- Music Account
- Athletic Account
- Elementary Student Activity
- Nettingham and Terrill Middle Student Activity
- High School Student Activity

19-BUS approves bills for the period of April 23, 2022 through May 16, 2022 in the amount of \$3,459,016.00.

20-BUS approves the disposal of 624 library books that are damaged, obsolete, and outdated from the library shelves at School One.

Carried 5-0-0

Board Policies

1-POL Motion by Mr. Murray, seconded by Ms. Brody, that the Board of Educations approves the second reading and adopts the following board policies:

Policy/Reg. No.	Policy Name	New/Revised/Abolish
P2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M)	Revised
P2431.4	Prevention and Treatment of Sports-Related Concussion and Head Injuries (M)	Revised
R2431.4	Prevention and Treatment of Sports-Related Concussion and Head Injuries (M)	Revised
R2460.30	Additional/Compensatory Special Education and related Services (M)	New
P2622	Student Assessment (M)	Revised
R2622	Student Assessment (M)	New
P3233	Political Activities	Revised

P5460	High School Graduation (M)	Revised
P5541	Anti-Hazing (M)	New
P8465	Bias Crimes and Bias-Related Acts (M)	Revised
R8465	Bias Crimes and Bias-Related Acts (M)	Revised
P9560	Administration of School Surveys (M)	Revised
P8420	Emergency and Crisis Situations (M)	Revised
P5512	Harassment, Intimidation and Bullying (M)	Revised
	OTHER POLICIES	
	Use of Therapy Dogs in Schools	New

Carried 5-0-0

Other Board Business

Liaison Report

NJ School Boards Association - report by Dr. Kulkowski

3-OBB Motion by Ms. Bauer, seconded by Mrs. Boroff, that the Board of Education adopts the following resolution in support of National School Nurse Day:

WHEREAS, students are the future and, by investing in them today, we are ensuring our world for tomorrow; and,

WHEREAS, families deserve to feel confident that their children will be cared for when they are at school; and,

WHEREAS, all students have a right to have their physical and mental health needs safely met while in the school setting; and,

WHEREAS, students today face more complex and life-threatening health problems requiring care in school; and,

WHEREAS, the COVID-19 pandemic has emphasized the essential role school nurses play in student health and academic success; and,

WHEREAS, school nurses act as liaisons to the school community, families, and healthcare providers on behalf of children’s health by promoting wellness and improving health outcomes for our children; and,

WHEREAS, school nurses serve a critical role in improving public health and are in a position to make a positive difference for children every day.

THEREFORE, BE IT RESOLVED that the Scotch Plains-Fanwood Board of Education does hereby proclaim May 6, 2022 as National School Nurse Day and acknowledges, celebrates, and recognizes the efforts and accomplishments of our school nurses who meet the needs of today’s students and contribute to our community by helping students stay healthy, in school, and ready to learn.

Carried 5-0-0

Motion by Mr, Murray, seconded by Mrs. Boroff, that the Board of Education approves the Minutes below:

1. April 28, 2022 - Regular Public Meeting Minutes - Executive Session
2. April 28, 2022 - Regular Public Meeting Minutes

Carried 5-0-0

Public Comments

The meeting was open for public comments at 8:50 p.m.

Gary Morris, FW - Stated that books with how to build a bomb should not be included in summer reading as they are today.

John Dening, SP - Wants parent involvement in setting the health curriculum standards

Public comments ended at 8:56 p.m.

Good of the Order

Dr. Kulikowski - enjoyed coffee with the Superintendent

Mrs. Boroff - noted the success of the Arts and Athletic programs

Mr. Murray - good luck to Lacrosse at the state tournament

Ms. Bauer - proud of the many positive articles regarding the district

Motion by Mrs. Boroff, seconded by Ms. Brody at 8:58 p.m., that the Board of Education adjourns.

Carried 5-0-0

A handwritten signature in blue ink, appearing to read 'C. Jones', is positioned above the printed name.

Christopher Jones
Board Secretary