



New Jersey Schools Insurance Group  
6000 Midlantic Drive, Suite 300 North  
Mount Laurel, New Jersey 08054  
[www.njsig.org](http://www.njsig.org)

BOARD OF TRUSTEES MEETING  
Wednesday, June 21, 2023  
6000 Midlantic Drive, Suite 300 North, Mount Laurel, NJ  
Meeting 1:00 p.m.

## JUNE AGENDA

### PUBLIC SESSION

#### *ITEM #*

1. Call to Order

In accordance with the Sunshine Law and N.J.S.A. 10:4-10, due notice of all pending meetings was given to the *Newark Star Ledger* and [www.NJ.com](http://www.NJ.com) on July 11, 2022 and *Trenton Times* on May 4, 2023. In addition, pursuant to N.J.S.A. 10:4-9.1, electronic notice of this meeting was also posted to NJSIG's website at [www.njsig.org](http://www.njsig.org). Notice of this meeting was also filed with the New Jersey Secretary of State.

2. Roll Call

Stephanie Brown, Ed.D.	Damaris Gurowsky	Christopher Russo, Ed.D.
Richard J. Casey	Irene Le Febvre	Nicholas Bice
Christopher Carrubba	Joseph Meloche, Ed.D.	Vacant

3. Acceptance of the public and executive session minutes for May 17, 2023.

4. Public Participation - Opportunity for public to address the NJSIG Trustees regarding specific agenda items. Each person will have five minutes to speak.

5. Sub-fund administrators - reports/comments

6. Reports:

A. Executive Director Report

Jill Deitch

- B. Accounting/Finance Report Michele Carosi
- C. Underwriting Report Claire King
- D. Claims Report Sherwin Archibald
- E. Information Technology Report Chris Cozine

7. Discussion Items:

- A. Trustee nominations; Chair, Vice Chair nominations Jill Deitch
- B. July 19, 2023 Board retreat topics Jill Deitch
- C. Return of surplus program; update Jill Deitch

8. Action Items:

- A. 2023/2024 Budget – Second reading  
**(NJSIG No. 0623-01)** Michele Carosi
- B. 2023/2024 Plan of Risk Management – Second reading  
**(NJSIG No. 0623-02)** Jill Deitch
- C. 2023/2024 Meeting dates – First reading  
**(NJSIG No. 0623-03)** Jill Deitch
- D. Trustee nominations  
**(NJSIG No. 0623-04)** Jill Deitch
- E. Excess and reinsurance for 2023/2024 policy year  
**(NJSIG No. 0623-05)** Jill Deitch
- F. Position grades and wage ranges  
**(NJSIG No. 0623-06)** Jill Deitch
- G. Checking accounts & new claims ratification  
**(NJSIG No. 0623-07)** Michele Carosi
- H. Contracting:
  - 1. Actuarial services  
**(NJSIG No. 0623-08)** Jill Deitch
  - 2. Outside counsel - GL, WC, complex, school/educ.  
**(NJSIG No. 0623-09)** Sherwin Archibald
  - 3. Outside counsel - coverage, subro., SBIG  
**(NJSIG No. 0623-10)** Sherwin Archibald
  - 4. Outside counsel - check fraud matter  
**(NJSIG No. 0623-11)** Sherwin Archibald
  - 5. School employee training services  
**(NJSIG No. 0623-12)** Lauren Schilling
  - 6. Data communication network services  
**(NJSIG No. 0623-13)** Chris Cozine
  - 7. Purchase of ESX server hardware

- I. Return of surplus, member amounts  
(NJSIG No. 0623-14)  
(NJSIG No. 0623-15)

Chris Cozine

Jill Deitch

9. New Business  
10. Closed (executive) Session

## EXECUTIVE SESSION

### EXECUTIVE SESSION RESOLUTION

WHEREAS, N.J.S.A. 10:4-6 et. seq., (“the Open Public Meetings Act”), authorizes public entities to meet in executive session under certain circumstances; and

WHEREAS, the Open Public Meetings Act requires that the Group adopt a resolution at a public meeting to go into private session; now, therefore,

BE IT RESOLVED by the Board of Trustees of the New Jersey Schools Insurance Group that it is necessary to meet in executive session to discuss certain items involving:

- A. Litigation; and/or
- B. Matters involving attorney client privilege; and/or
- C. Matters involving pending contract negotiation; and/or
- D. Matters involving terms and conditions of employment of current public employee

BE IT FURTHER RESOLVED that any discussion held by the Board of Trustees which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Trustees will not return to open session to conduct business at the conclusion of the executive session.

**Topic:** NJSIG Board of Trustees Meeting - June 21, 2023

**Time:** Jun 21, 2023 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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