



New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
www.njsig.org

Board of Trustees Meeting Minutes of September 16, 2026

New Jersey Schools Insurance Group's Board of Trustees Meeting of September 16, 2026 took place at NJSIG's office, located at 6000 Midlantic Drive, Suite 300 North, Mount Laurel, New Jersey 08054, and by video teleconference.

ATTENDEES

Participants: Latonya Brennan; Al Kirk

NJSIG Staff: Jill Deitch, Esq.; David Rapuano, Esq.; Michele Carosi; Sherwin Archibald; Lauren Schilling; Claire King; Chris Cozine; Meghan McCormick; Neil Marek; Joanna Radomicki; Joe Semptimphelter; Jillian Smith; Anthony Fernandez; Karen Olsen; Denise Hall

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 on June 18, 2026 and in the *Trenton Times* on June 17, 2026. Electronic notice of this meeting was also posted to NJSIG's website at www.njsig.org/legal-notice. The meeting was called to order at approximately 1:00 p.m.

ITEM #2 ROLL CALL

Nicholas Bice	—	Present (arrived at approx. 1:18p.m.)
Richard Casey	—	Absent
Rick Falkenstein	—	Present (arrived at approx. 1:12 p.m.)
Thomas Farrell	—	Present (arrived at approx. 1:12 p.m.)
Irene LeFebvre	—	Present
Damaris Gurowsky	—	Present
Jamie P. Moscony	—	Present
Chris Russo, Ed.D.	—	Present

ITEM #3 ACCEPTANCE OF THE PUBLIC SESSION MINUTES OF July 8, 2026 - (No Closed Session at July 8, 2026 meeting)

Action Taken: Moved (Silva) \ Second (Gurowsky) \ Carried (Affirmative Votes = Gurowsky, LeFebvre, Moscony, Russo, Silva) to accept the July 8, 2026 Board of Trustees meeting minutes. No opposition or abstentions. NOTE: Bice, Falkenstein and Farrell joined the meeting late and therefore did not vote on this.

ITEM #4 PUBLIC PARTICIPATION

Public participation was invited. There was no public participation.

ITEM #5 SUB-FUND LIAISONS – REPORTS/COMMENTS

Kirk reported that they will be hosting their first sub-fund meeting of the year on October 7th (virtually) which will review the regulatory compliance requirements as well as the importance of a safety committee and the loss control offerings that NJSIG provides, as well as pre-QSAC inspections.

Brennan reported that they have scheduled their annual sub-fund meetings, which will include topics such as bringing in PEOSHA to discuss buildings and grounds safety issues; school security; FMLA; and training with the New Jersey Division of Civil Rights.

ITEM #6 REPORTS

A. Executive Director Report

Jill Deitch, Esq., Executive Director, provided an overview of her written report, which is part of the Board Package, including an update on the status of the organization.

B. Accounting / Finance Report

Michele Carosi, Chief Financial Officer, provided an overview of Accounting Department status, as set forth in her written report included in the Board Package.

In response to a question regarding the overall financial position, Carosi stated that the organization remains in a strong financial position. She reported approximately **\$142 million in cash**, an investment portfolio of approximately **\$341 million**, and total surplus of approximately **\$209 million**, compared with approximately \$212 million in the prior year.

C. Underwriting Report

Claire King, Underwriting Manager, provided an overview of Underwriting Department status, as set forth in her written report included in the Board Package.

D. Claims Report

Sherwin Archibald, Claims Manager, provided an overview of Claims Department status, as set forth in his written report included in the Board Package.

E. Information Technology Report

Chris Cozine, Information Technology Manager, provided an overview of IT Department status, as set forth in his written report included in the Board Package.

F. Member Services and Loss Control Report

Lauren Schilling, Member Services and Loss Control Manager, provided an overview of Member Services and Loss Control Department status, as set forth in her written report included in the Board Package.

ITEM #7 DISCUSSION ITEMS

A. NJSIG Remote Work Pilot Program

Presented by Deitch. Notable change which became effective on September 14, 2026 is that all NJSIG employees are required to regularly be in the office a minimum of three days per week. Over this next year, NJSIG will assess to see if there are any other changes that need to be made, and then at the end of the year, we expect to move forward on formalizing the current pilot program into a policy.

B. NJSBA Workshop (Oct. 19-22, 2026)

Presented by Schilling. NJSBA Workshop will be on October 19-22, 2026, and NJSIG will be located at booth #740 on the convention floor. NJSIG employees will be delivering presentations on two topics: “Board Ethics: Risks and Realities” and “Navigating Special Education Claim: -Pitfalls & Best Practices”

ITEM #8 ACTION ITEMS

A. Checking accounts & new claims ratification (NJSIG No. 0926-01)

Presented by Carosi.

Action Taken: Moved (Russo) \ Second (Gurowsky) \ Carried (Affirmative Votes = Bice, Farrell, Gurowsky, Falkenstein, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

B. Revisions to Policy 2110 (Meetings) – first reading (NJSIG No. 0926-02)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Farrell, Falkenstein, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

C. Revisions to Policy 6230 (Sick Leave) – first reading (NJSIG No. 0926-03)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

D. Revisions to Policy 6131 (Vacation Leave) – first reading (NJSIG No. 0926-04)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

E. Revisions to Policy 6232 (FMLA-NJFLA Leave Policy) – first reading (NJSIG No. 0926-05)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

F. Revisions to Policy 6240 (Medical Benefits) – first reading (NJSIG No. 0926-06)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

G. Revisions to Policy 6170 (Outside Employment) – first reading (NJSIG No. 0926-07)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

H. Revisions to Policy 64020 (Email and Computer Use Policy) – first reading (NJSIG No. 0926-08)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

I. Revisions to Policy 6620 (Drug and Alcohol Testing) – first reading (NJSIG No. 0926-09)

Presented by Rapuano.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

J. Deletion of Policy 3170 (Safety Grant Policy) – first reading (NJSIG No. 0926-10)

Presented by Deitch.

Action Taken: Moved (Falkenstein) \ Second (Russo) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russ, Silva) to approve the resolution as presented. No opposition or abstentions.

K. Contracting:

i. Alliant Proposal (NJSIG No. 0926-11)

Presented by Deitch.

Action Taken: Moved Falkenstein \ Second (Silva) \ Carried (Affirmative Votes = Bice, Farrell, Falkenstein, Gurowsky, LeFebvre, Moscony, Russo) to approve the resolution as presented. No opposition or abstentions.

ii. Outside Counsel – NEPHA Hotline (NJSIG No. 0926-12)

Presented by Schilling.

Action Taken: Moved (Falkenstein) \ Second (Gurowsky) \ Carried (Affirmative Votes = Bice, Farrell, Falkenstein, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

iii. Outside Counsel – E&O (NJSIG No. 0926-12)

Presented by Archibald.

Action Taken: Moved (Falkenstein) \ Second (Gurowsky) \ Carried (Affirmative Votes = Bice, Falkenstein, Farrell, Gurowsky, LeFebvre, Moscony, Russo, Silva) to approve the resolution as presented. No opposition or abstentions.

ITEM #9 NEW BUSINESS

None.

ITEM #10 CLOSED (EXECUTIVE) SESSION

None.

ITEM #11 ADJOURN MEETING

Action Taken: Moved (Falkenstein) \ Second (Moscony) \ Carried
(Affirmative Votes = Bice, Falkenstein, Farrell, LeFebvre,
Moscony, Russo, Silva

The meeting was adjourned at approximately 2:00 p.m.