

Norwood Public School

**NORWOOD BOARD OF EDUCATION
NORWOOD, NEW JERSEY 07648
Minutes of Regular Meeting
July 18, 2013**

MEMBERS OF THE BOARD
Mr. Michael Sprague, President
Mr. Joel Rubin, Vice President
Mr. Edward Cammarata, Trustee
Ms. Sally Diaz, Trustee
Mr. Mathew Ross, Trustee
Mr. William Snyder, Trustee
Mr. G.C. Vaghasia, Trustee

Mr. Brian P. Gatens, Chief School Administrator
Mrs. Louise A. Napolitano, School Business Administrator

CALL TO ORDER:

Time: 7:33PM

FLAG SALUTE: Mr. Gatens led the flag salute

ROLL CALL:

	PRESENT	ABSENT	ARRIVAL/DEPARTURE TIME
Mr. Michael Sprague, President	√		
Mr. Joel Rubin, Vice President		√	
Mr. Edward Cammarata, Trustee	√		
Ms. Sally Diaz, Trustee	√		
Mr. William Snyder, Trustee		√	
Mr. Mathew Ross, Trustee	√		
Mr. G.C. Vaghasia, Trustee	√		

Also present were Mr. Brian Gatens, Chief School Administrator, Mrs. Louise Napolitano, School Business Administrator, eight faculty members and twenty-three community members.

OPEN PUBLIC PORTION MEETING ACT STATEMENT

Pursuant to the Open Public Meetings Act, Chapter 231, Laws of New Jersey 1975, notice of this meeting, its date, time and place have been posted on the Board's official bulletin board, and it has been delivered to The Record newspaper circulated in the district at least 48 hours prior to the time for this meeting. The board will meet in executive session immediately following to discuss personnel and contractual matters.

DISCUSSION OF CORRESPONDENCE: a thank you note was read by Mrs. Napolitano

INFORMATIONAL ATTACHMENTS:

- July Child Study Count (Attachment A)

MEETING CALENDAR

Date	TIME	PLACE	PURPOSE
August 22, 2013	7:30 pm	School Cafeteria	BOE Regular Session

PRESIDENT'S STATEMENT: None

PRESENTATION: None

COMMITTEE REPORTS:

1. **Finance Committee**-Michael Sprague, Chair – No Report
2. **Building & Grounds**-Ed Cammarata, Chair reported that the committee met to discuss the remediation.
3. **Negotiations/Performance & Evaluation**-Joel Rubin, Chair – No Report
4. **Curriculum/Technology/Policy**-Mathew Ross, Chair – No Report
5. **School Business Administrator**-Louise Napolitano – No Report
6. **Chief School Administrator**-Brian P. Gatens – No Report

ACTION ITEMS**I. APPROVAL OF MINUTES**

BE IT RESOLVED, that the Motion to Approve the Minutes of:
 June 20, 2013 Work Session and Executive Session
 June 25, 2013 Regular Meeting and Executive Session

Moved by: Mr. Ross
 Seconded by: Mrs. Diaz
 Vote: All in Favor

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mr. Michael Sprague, President	√			
Mr. Joel Rubin, Vice President				√
Mr. Edward Cammarata, Trustee	√			
Ms. Sally Diaz, Trustee	√			
Mr. William Snyder, Trustee				√
Mr. Mathew Ross, Trustee	√			
Mr. G.C. Vaghasia, Trustee	√			

II. ADMINISTRATIVE COMMITTEE

BE IT RESOLVED, pursuant to the recommendation of the Chief School Administrator, the Administrative Committee recommends the following resolution(s):

Motion to approve Administrative items “A1”

Moved by: Mr. Vaghasia
 Seconded by: Mr. Ross
 Vote: All in Favor

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mr. Michael Sprague, President	√			
Mr. Joel Rubin, Vice President				√
Mr. Edward Cammarata, Trustee	√			
Ms. Sally Diaz, Trustee	√			
Mr. William Snyder, Trustee				√
Mr. Mathew Ross, Trustee	√			
Mr. G.C. Vaghasia, Trustee	√			

A1. Interim Director of Special Services Appointment (Enclosure 1)

WHEREAS, the Norwood Board of Education (hereinafter referred to as the "Board") is desirous of appointing Karen Rockefeller (hereinafter referred to as "Rockefeller") to serve as the Interim Director of Special Services for the Norwood School District; and

WHEREAS, Rockefeller is desirous of accepting employment as the Interim Director of Special Services for the Norwood School District; and

WHEREAS, the parties are desirous of memorializing the terms and conditions of their agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the appointment of Rockefeller to serve as the Interim Director of Special Services for the period beginning on August 1, 2013 and ending on July 31, 2014 in accordance with the terms of the Employment Agreement annexed hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President to execute, on behalf of the Board, the Employment Agreement by and between the Board and Rockefeller.

Motion to approve Administrative items “A2”

Moved by: Mr. Vaghasia

Seconded by: Mr. Ross

Vote: All in Favor

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mr. Michael Sprague, President	√			
Mr. Joel Rubin, Vice President				√
Mr. Edward Cammarata, Trustee	√			
Ms. Sally Diaz, Trustee	√			
Mr. William Snyder, Trustee				√
Mr. Mathew Ross, Trustee	√			
Mr. G.C. Vaghasia, Trustee	√			

A2. Personnel-Employment

approve the following employment:

Name	Assignment	# of Hours	Daily Rate/Hourly
Katherine Snyder	Literacy Units of Study	10	\$285.46/38.66

Motion to approve Administrative items “A3-A8”

Moved by: Mr. Vaghasia

Seconded by: Mr. Ross

Vote: All in Favor

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mr. Michael Sprague, President	√			
Mr. Joel Rubin, Vice President				√
Mr. Edward Cammarata, Trustee	√			
Ms. Sally Diaz, Trustee	√			
Mr. William Snyder, Trustee				√
Mr. Mathew Ross, Trustee	√			
Mr. G.C. Vaghasia, Trustee	√			

A3. Personnel-Employment

approve the following employment:

Name	Tenure/Non Tenure	Position	Rate	Period
Christie De Stefano	NT	Special Educ. Teacher, BA +15, Step 6	\$46,966.00	9/1/2013-6/30/2014
Jennifer Cianfaglione	NT	Grade 2, BA, Step 1	\$42,177.00	9/1/2013-6/30/2014
Danielle Keller	NT	Grade 3, MA, Step 1	\$47,766.00	9/1/2013-6/30/2014
Jason Simodejka	NT	.5 Technology Teacher, MA, Step 1	\$23,883.00* *not benefit eligible	9/1/2013-6/30/2014
Maura Canas	N/A	Office Secretary	\$34,185.00	9/1/2013-6/30/2014
Tom Crescenzi	N/A	Custodian	\$59,172.72	9/1/2013-6/30/2014

approve

Name	Assignment	# of Hours	Daily Rate/Hourly
Lynne DiGiorgio	Literacy Units of Study	10	\$372.25/49.63
John Pontrella	Math Placement	3.25	\$510.75/68.10

A4. Resignation of Brian P. Gatens, Chief School Administrator

accept the resignation of Brian P. Gatens, Chief School Administrator, effective TBD, pending Board approval.

A5. Resignation of Debra J. Rinaldi, Secretary to the Chief School Administrator

accept the resignation of Debra J. Rinaldi, Secretary to the Chief School Administrator, effective August 17, 2013.

A6. CST Services/Placements (Enclosure 2)

approve the CST list for the 2013-2014 School Year.

A7. Substitute Teacher

approve the following as substitute teachers for the 2013-2014 School Year:

- Scott Weiner
- Corinne Mazurek

A8. HIB School Self-Assessment (Enclosure 3)

approve the Statement of Assurance as certified by the Chief School Administrator that the Norwood Public School District is compliant with the New Jersey Department of Education's requirement to self-assess school level grades under the *Anti-Bullying Bill of Rights*.

III. CURRICULUM COMMITTEE

BE IT RESOLVED, pursuant to the recommendation of the Chief School Administrator, the Curriculum Committee recommends the following resolution(s)

Motion to approve Curriculum items “C1-C2”

Moved by: Mr. Cammarata

Seconded by: Mr. Vaghasia

Vote: All in Favor

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mr. Michael Sprague, President	√			
Mr. Joel Rubin, Vice President				√
Mr. Edward Cammarata, Trustee	√			
Ms. Sally Diaz, Trustee	√			
Mr. William Snyder, Trustee				√
Mr. Mathew Ross, Trustee	√			
Mr. G.C. Vaghasia, Trustee	√			

C1. Curriculum Guides, (Enclosures 4 & 5)

approve the following revised Curriculum Guides, as established in collaboration with the Northern Valley Curriculum Center:

ESL Curriculum Guide, K-12

Library/Media Curriculum Guide, K-12

C2. Workshop/Conference

Post approve the following workshop:

Name: Tara Cormican

Jennifer Cianfaglione

Danielle Keller

Conference: Paramus Institute on the Teaching of Reading

Location: Paramus, NJ

Date: July 8-10, 2013

Cost: \$300 Each

IV. FINANCE COMMITTEE

BE IT RESOLVED, pursuant to the recommendation of the Chief School Administrator, the Finance Committee recommends the following resolution(s):

Motion to approve Finance items “F1 to F11”

Moved by: Mr. Ross

Seconded by: Mrs. Diaz

Vote: All in Favor

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mr. Michael Sprague, President	√			
Mr. Joel Rubin, Vice President				√
Mr. Edward Cammarata, Trustee	√			
Ms. Sally Diaz, Trustee	√			
Mr. William Snyder, Trustee				√
Mr. Mathew Ross, Trustee	√			
Mr. G.C. Vaghasia, Trustee	√			

F1. Disbursements

post-approve June 30, 2013 disbursements totaling \$119,702.67 having been audited and found correct and warrants issued therefore.

approve July 18, 2013 disbursements totaling \$79,298.48 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$538,442.63 from the General Account to Payroll Accounts to cover payroll expenditures for the month of June 2013.

F2. Transfers/Certification of Budgetary Status (Enclosure 6)

authorize the Business Administrator/Board Secretary to make appropriation transfers with the Current Expense account of the 2012-2013 budget as of June 30, 2013 as per Enclosure No. 6.

Note: Financial Reports for the month of June 2013 will be approved at the August BOE meeting.

F3. Summer Help

post-approve the employment of the James Roh as summer custodian at the 2nd year rate of \$8.25.

F4. Regional Transportation Program

approve participation in the Northern Valley/Region III transportation program.

F5. Bid Award for Environmental Remediation

award a bid for the purpose of environmental remediation to New American Restoration at a cost of \$264,000.00.

F6. Donation

accept the \$2,000.00 donation from the Cho Dae Church to be allocated for Special Education.

F7. Discard-Books (Enclosure 7)

approve the additional book discard list for the 2012-2013 school year.

F8. Discard-Technology (Enclosure 8)

approve the technology discard list for the 2012-2013 school year.

There was discussion among the Board members if any of the technology discards could be sold. Mr. Gatens confirmed that Mr. Rzucidlo uses whatever parts he can for other computers before anything is discarded. Only non functional items that have no value are discarded.

F9. Building Use 2013-2014

approve the following building use:

use of the School Library for the purpose of 8th grade committee meetings on the following dates from 7:30-9:00PM: 10/8/13, 11/12/13, 12/10/13, 1/14/14, 2/11/14, 3/11/14, 4/8/14.

F10. Amended Building Use

- approve use of the gym for the purpose of basketball camp by 60 Minute Skills on consecutive Mondays, 7/8, 7/15 & 7/22 from 5-9 at a fee of \$250.00 per day.

F11. Lease Purchase

approve the 3-year lease purchase through Northern Valley for Apple laptops, servers and switches at a total cost of \$263,615.36 as per the 3-year technology plan approved in March 2013.

Old Business: None

New Business:

Public Participation

Moved by: Mr. Ross

Seconded by: Mr. Sprague

Time: 7:53PM

Mrs. Minch commented on the Director of Special Services position and inquired who meets with the teacher candidates. Mr. Gatens replied that in most cases our instructional supervisors are part of the interview process, then they meet with himself, and finally the Chairperson of the Curriculum Committee and then there is discussion regarding the most qualified candidate.

There was discussion from the public as to what is the Board's plan with Mr. Gatens resigning. Mr. Sprague responded that we will most likely hire an interim. We are probably going to vote this evening regarding an interim. There was discussion of the Administrative positions that we have i.e. Business Administrator along with a full time employee through the shared services program with

Northern Valley and Norwood's two Instructional Supervisors. There was a discussion of the model of Superintendent/Principal and that we are now in the 2nd year of this model.

There was discussion of preventative plans for the next full time Principal/Superintendent and keeping someone here longer term. The Board explained that caps are based on size of student base, the District is going to remain stable through this transition and we have our two Instructional Supervisors.

There are 12-13 interims working as Superintendents right now in Bergen County. We want the core to remain solid administrative models.

Our previous Superintendents were not under any cap – the landscape has not really improved. Once a contract ends you are subject to cap and this will impede our source of candidates.

There was discussion of sharing a Superintendent, raised by the public, however the Board answered no, capped salary affects pension, and bonuses are not pensionable.

The Board stated that we will stick with our model moving forward, we may have to do some administrative tweaking and moving responsibilities.

There was discussion regarding the .5 hire and scheduling for next year, 6th, 7th and 8th graders they have gym one time per week next year. There was also discussion regarding Norwood Network News. Public questioned why we don't have a full-time technology person – the Board responded that it is fiscally responsible to have a part time at this time and perhaps move to full time to next year

A parent expressed extreme disappointment over turnover – disruptive to family, upset for her family with Mr. Gatens leaving.

Mrs. Ricco asked if it is the Board's intention to use this model moving forward and it was confirmed that this model is working well at this time.

Ms. McGee discussed the model of Superintendent/Principal.

There were comments from parents regarding stability and the Board again discussed stability in our two Instructional Supervisors. The Instructional Supervisors currently work with teachers and with children. They have currently been spending more of their time with the teachers but the restructure will allow them more time with the students.

There was discussion regarding going back to the old model, but can't compete financially with other Districts

Mr. Ross made a Motion subject to negotiation, to appoint Burt Ammerman as interim superintendent for 2 year period, to be paid at a daily rate plus dental. This was followed by a discussion of Mr. Ammerman and his intimate knowledge in the Valley. He is highly regarded in the education field, he has a previous commitment until the end of November in Rochelle Park and he could come to Norwood in December at this point.

There was discussion of the start of the new school year with Mr. Gatens and then change to Mr. Ammerman - he is familiar in the valley - our relationship with the other towns, the teacher evaluation plan, our District, and the Business office, etc.

There was discussion by the public regarding Mr. Ammerman's qualifications and the public's comments was positive. Mrs. Orecchio has experienced Mr. Ammerman's high level of expertise and leadership and was very happy with the choice of the Board. There was further discussion of his knowledge base and preparation for a maximum of two years.

Closed to the Public

Moved by: Mr. Ross
 Seconded by: Mr. Sprague
 Time: 8:51PM

Adjournment to Executive Session

RESOLVED that in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L., the Board has the authority to adjourn to closed session to discuss matters pertaining to Legal/Contractual/Personnel Issues. Said matters will be made public upon their disposition.

Moved by: Mr. Ross
 Seconded by: Mr. Vaghasia
 Time: 9:07PM

Motion to adjourn the meeting from Executive Session and return to Regular Session.

Moved by: Mr. Ross
 Seconded by: Mr. Vaghasia
 Time: 9:17PM

Motion to approve Finance items “F12 to F13”

Moved by: Mr. Ross
 Seconded by: Mrs. Diaz
 Vote: All in Favor

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mr. Michael Sprague, President	√			
Mr. Joel Rubin, Vice President				√
Mr. Edward Cammarata, Trustee	√			
Ms. Sally Diaz, Trustee	√			
Mr. William Snyder, Trustee				√
Mr. Mathew Ross, Trustee	√			
Mr. G.C. Vaghasia, Trustee	√			

F12. Appointment of Interim Superintendent

approve Mr. Bert Ammerman as interim Superintendent for the 2-year period beginning November 4th.

F13. Personnel

approve Roseann Vetter as Secretary to the Chief School Administrator effective August 19, 2013.

Public Participation

Moved by: Mr. Ross
Seconded by: Mr. Vaghasia
Time: 10:07PM

Mrs. Minch commented favorably on the appointment of Mrs. Vetter to Secretary to the CSA.

Closed to the Public

Moved by: Mr. Ross
Seconded by: Mr. Vaghasia
Time: 10:08PM

Motion to adjourn the meeting.

Moved by: Mr. Ross
Seconded by: Mr. Vaghasia
Time: 10:08PM

Respectfully submitted,

Louise A. Napolitano
Business Administrator/Board Secretary