

Norwood Public School

NORWOOD, NEW JERSEY

**BOARD OF EDUCATION
MINUTES
February 27, 2014
8:00 PM, APR**

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. Bert Ammerman, Interim Chief School Administrator
Mrs. Louise Napolitano, School Business Administrator

CALL TO ORDER:

Time: 8:04pm

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. Mathew Ross, Trustee	√		
Mr. William Snyder, Trustee	√		
Mr. G.C. Vaghasia, Trustee	√		

Faculty Members 25

Community Members 2

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:**INFORMATIONAL ATTACHMENTS:**

- February 2013 Calendar (Attachment A)
- February Enrollment Report (Attachment B)
- February Child Study Team Student Count (Attachment C)

MEETING CALENDAR

Date	TIME	PLACE	PURPOSE
March 13, 2014	8:00PM	APR	Work Session
March 27, 2014	8:00PM	APR	Regular Meeting

PRESIDENT'S STATEMENT: - none

COMMITTEE REPORTS:

1. **Finance Committee**-Mr. Sprague, Chair - Vote on preliminary budget on March 13th. Must approve by March 20th.
2. **Building & Grounds**-Mr. Cammarata, Chair
 - We will be getting bids for work eligible under the Rod Grant, which the district will be reimbursed 40% of the costs. The following projects were approved for bid:
 - Security window grating
 - Window replacement
 - Roof repair
 Depending on the bid process and costs, decisions will be made on which jobs we will choose to do. We have 18 months to complete the work.
 - The Asbestos Abatement on pipe joints will be completed, which will take 3 to 4 days.
 - There will be a Blue Motion amendment to the minutes about going to bid regarding the Roof and Asbestos projects.
 - Uni-ventilator and air conditioning is on hold because of unforeseen necessary projects.
 - We are working with Father Leo to obtain additional parking spots.
3. **Negotiations/Performance & Evaluation**-Mr. Rubin, Chair

4. **Curriculum/Technology/Policy**-Mr. Ross, Chair - Met with Fran and Gina to discuss the following topics:
- Kindergarten – there are 50 students registered to date.
 - LLI – level literacy discussion, differentiated classroom instruction, extended to grades 3-5.
 - Spoke about director of special education and having a full time tech teacher; other areas will be addressed during the executive session.
 - Math curriculum – Dr. Price recommended 3 series for a discussion.
 - Report Cards for grades K-5 do not align with the common core standards and other schools in the area have made changes, we are looking into this.
 - Association forms a liaison committee and we will discuss at the executive meeting.
5. **School Business Administrator**-Mrs. Napolitano
6. **Chief School Administrator**-Mr. Ammerman – Mr. Ammerman stated:
- Since we only have two days in the calendar, recommends the school years ends on June 26th.
 - The high school has taken back 3 days over the April break. There is a problem having a different schedule than then the high school.
 - We do not want to have non-productive days at the end of the school year.
 - There is the problem of loss in instructional time and in-service days, etc.
 - There was a discussion about the 2015-2016 calendar and taking days away during the February break.
 - A final decision will be made on March 13th regarding the April break.
 - Two students, Reese Wilson & Cooper Levine, received poetry awards. They read their poems and Mrs. Ricco was recognized for her hard work with our TAG program. The students were complimented.
 - The teachers were thanked for putting field trips together for approval.
 - The school musical is March 27, 28, 29. Parents should know that the APR holds 290 people and that they should purchase tickets early as it will be sold out.
 - The boys and girls basketball teams had very good seasons and made the championship games. The games were excellent.

ACTION ITEMS:

I. APPROVAL OF MINUTES

BE IT RESOLVED, that the Motion to Approve the Minutes of:

January 16, 2014 Work session and Executive Session January 23, 2014 Regular & Executive Session

Regular Meeting – February 27, 2014

Moved by: Mr. Ross
 Seconded by: Mr. Vaghasia
 Vote:

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
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	√			

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–A5 & A7-A9”

Moved by: Mr. Ross
 Seconded by: Mr. Vaghasia
 Vote:

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
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	√			

A1. Harassment, Intimidation and Bullying

approve, as per the Chief School Administrator’s report, all actions taken as they relate to HIB Policy #5131.8. There were no HIB violations during the month of January 2014. (no incidents to report)

A2. Personnel-Resignation

accept the resignation of Francisco Demello, night custodian, effective February 18, 2014.

A3. Reimbursement for Unused Vacation Days

approve the reimbursement to Francisco Demello for 10 unused, accrued vacation days totaling \$1,801.10.

A4. Workshop/Conference

approve the following conferences:

- Name: Helena Cabiroy
Conference: NJ Int'l Dyslexia Conference
Location: Garwood, NJ
Date: 3/12/14
Cost: \$195.00

- Name: Paula Slagle
Conference: NJ Int'l Dyslexia Conference
Location: Garwood, NJ
Date: 3/12/14
Cost: \$195.00

- Name: Catherine Stanzione
Conference: Anxiety Disorders in Children & Adolescents
Location: White Plains, NY
Date: 3/19/14
Cost: \$189.00

post approve the following workshop:

- Name: Anna Froeder
Conference: Emergency Preparedness for Special Population
Location: Hackensack, NJ
Date: 1/10/14
Cost: \$25.00 registration & \$7.00 mileage

A5. Substitute Teacher

approve the following substitute teacher for the 2013-2014 school year:
Laura Zysk

A6. 2014-2015 Calendar (no Enclosure 1)

struck from agenda, will be on March agenda.

A7. Policies

approve the first reading of the updated District's Bylaw, Policy & Regulation manuals as provided by Strauss Esmay Associates.

A8. CST Services/Placements (Enclosure 2)

approve the child study team services/placements as per Enclosure #2.

A9. Stokes Chaperones

approve the following Stokes field trip parent chaperones pending fingerprinting/ criminal history review: (By law – Board will pay the cost; must be completed prior to approval.)

Mrs. Cassetta

Mr. McMullen

Mrs. Plescia	Mr. Falkenstern
Mrs. Klein	Mr. Ballante
Mrs. Leddy	Mr. Saccoccio
Mrs. Leeman	Mr. Levenshus

III. CURRICULUM COMMITTEE

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

Motion to approve Curriculum items “C1- C2”

Moved by: Mr. Ross

Seconded by: Mr. Snyder

Vote:

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
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	√			

C1. Courses for Approval

approve the following courses:

- a. Name: Alaina Rausa
 Course: Fieldwork in Curriculum and Teaching (Part 2)
 Credits: 3
 Date: 1/2014-5/2014
 Institution: Columbia University: The Teachers College

- b. Name: Alaina Rausa
 Course: Literacy, Culture and the Teaching of Reading
 Credits: 3
 Date: 1/2014-5/2014
 Institution: Columbia University: The Teachers College

- c. Name: Anna Froeder
 Course: Leadership in Health Promotion
 Credits: 3
 Date: 3/2014-4/2014
 Institution: Rowan University

- d. Name: Anna Froeder
 Course: Wellness through the Life Cycle
 Credits: 3
 Date: 5/2014-6/2014
 Institution: Rowan University
- e. Name: Laurie Princing
 Course: The Kinesthetic Classroom
 Credits: 3
 Date: 4/2014-5/2014
 Institution: The College of NJ/RTC Program
- f. Name: Laurie Princing
 Course: Exploration of Classroom
 Credits: 3
 Date: 8/4/2014-8/20/2014
 Institution: The College of NJ/RTC Program

C2. Field Trips

approve the following field trips for the 2013-2014 school year:

- Grade 1
 - Turtle Back Zoo
 - Location: West Orange, NJ
 - Cost to Student: \$21.00
 - Cost to District: \$0.00
- Grade 3
 - NY Botanical Gardens
 - Location: Bronx, NY
 - Cost to Student: will be on March agenda
 - Cost to District: \$0.00
- Grade 5
 - Liberty Science Center
 - Location: Jersey City, NJ
 - Cost to Student: will be on March agenda
 - Cost to District: \$0.00

IV. FINANCE COMMITTEE

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

Motion to approve Finance items “F1- F8 ”
 Moved by: Mr. Vaghasia

Seconded by: Mr. Ross

Vote:

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
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	√			

F1. Disbursements

post-approve January 31, 2014 disbursements totaling \$161,987.84 having been audited and found correct and warrants issued therefore.

approve February 27, 2014 disbursements totaling \$155,353.00 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$522,752.49 from the General Account to Payroll Accounts to cover payroll expenditures for the month of January 2014.

F2. Transfers/Certification of Budgetary Status (Enclosure 3)

authorize the Business Administrator/Board Secretary to make appropriation transfers with the Current Expense account of the 2013-2014 budget as of January 31, 2014 as per Enclosure #3.

F3. Financial Reports

accept the Treasurer's and Secretary's Reports for the month of January 2014, pursuant to N.J.A.C. 6:20-2.13(e)*, we certify that as of February 27, 2014, after a review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 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.

F4. Architect

appoint Joseph Cecco as architect for the District for the 2013-2014/2014-2015 school years, on a fee basis until the 2015 Re-Organization Meeting.

F5. Building Use 2013-2014

approve the following building use:

- Approve the use of the APR for the purpose of the John Marshall Weather Man Assembly on 3/4/14 from 8:30am – 11:30am.
- Approve the use of the APR for the purpose of the PTO Living Voices Assembly on 3/11/14 from 8:30am – 11:30am.
- Approve the use of the APR for the purpose of the PTO “Ears Tuned to Music” assembly on 4/21/14 from 7:45am – 11:20am.
- Approve the use of the APR for the purpose of the PTO Spring Social Dance on 4/25/14 from 2:30pm – 10:00pm.
- Post-Approve the use the GYM for the purpose of 60 Minute Skills basketball camp on 2/18/14-2/21/14 from 9:00am – 2:00pm, at a cost of \$312.50 per day, or \$1250.00.
- Approve use of the cafeteria for the purpose of the Norwood Rec Basketball “Photo Day on 3/1/14 from 8:30-5:00PM
- Approve use of the APR for the purpose of the PTO Talent Show Rehearsals on various dates in March and April from 6:15pm – 9:15pm.
- Approve use of the APR for the purpose of the PTO Book Fair on 5/20/14 from 11:00am – 8:30pm.

F6. Discard

approve discarding the following General Music textbooks which are old and no longer used:

1. 24 -"Music & You" - Grade 7 books - MacMillan Publishing Company
2. 30 -"Music & You" - Grade 8 books - MacMillan Publishing Company
3. 2 -Teacher Edition books (one grade 7 and one grade 8) for "Music & You" - MacMillan Publishing Company
4. 2- accompanying sets of CDs - "Music & You" - (1 CD set for Grade 7 and 1 CD set for Grade 8) - MacMillan Publishing Company

approve the following technology items that are obsolete and all useable parts salvaged:

Mitsubishi XD211U projector, S/N 9518, Inv. #1058
 Mitsubishi EX240U projector, S/N4353, Inv. #1498
 Canon MF4690 fax machine, S/NUBB13955, Inv. #1619

F7. Bid for Roofing Project

that the Board of Education approve Joseph A. Cecco, Architect in charge of handling the Rod Grant, to advertise for bids for a roofing project.

F8. Bid for Asbestos Project

Board to approve Gary Leverance to gather quotes and bids for abatement.

New Business -

- Discussion about the calendar for the remainder of the year must be discussed at the March 13th meeting.
- Mr. Sprague stated that the Board must take lead in the community with other districts in the valley in regard to Superintendant Cap. We would like to pass a Resolution in the valley to do so and send it to the State.
- Working on getting a meeting of all of the Valley Districts together as was done in the past.

Old Business - None

Public Participation

Moved by: Mr. Snyder

Seconded by: Mr. Vaghasia

Time: 8:52pm

- Discussion regarding a decision on the Administrative Model.
- Discussion regarding the roofing range is 18-25 years – Mark Meyers does a monthly inspection; we will bid the project in its entirety and on each section separately to see the prices. There are problems with the roof, therefore, will be focusing on those projects. Certain projects will be reimbursed through the Rod Grants and we may be reimbursed as much as 40%.
- Discussion of window replacement.
- Discussion of parking spaces.
- Discussion of school calendar.
- Members of the staff mentioned that movement of superintendent's salary is disappointing and would like to discuss upgrading teachers' salaries.

Closed to the Public

Moved by: Mr. Ross

Seconded by: Ms. Diaz

Time: 9:07pm

Public Participation

Moved by: Mr. Snyder

Seconded by: Mr. Vaghasia

Time: 9:17pm

Closed to the Public

Moved by: Mr. Ross

Seconded by: Ms. Diaz

Time: 9:17pm

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. Vaghasia

Seconded by: Mr. Ross

Time: 9:17pm

Motion to adjourn the meeting from Executive Session

Moved by: Mr. Ross

Seconded by: Mr. Vaghasia

Time: 9:20pm

Respectfully submitted,

Louise A. Napolitano

Business Administrator/Board Secretary