

# Norwood Public School

NORWOOD, NEW JERSEY

**MINUTES**  
**BOARD OF EDUCATION**  
**REGULAR MEETING**  
**June 16, 2014**  
**8:00 PM, APR/Library**

- 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: 8:00pm**

**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   2    
 Community Members   7

**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:**

- June 2014 Calendar (Attachment A)
- June Enrollment Report (Attachment B)
- June Child Study Team Student Count (Attachment C)

**MEETING CALENDAR**

<b>Date</b>	<b>TIME</b>	<b>PLACE</b>	<b>PURPOSE</b>
July 17, 2014	7:30PM	APR/School Library	Combined Meeting
August 18, 2014	7:30PM	APR/School Library	Combined Meeting

**PRESIDENT'S STATEMENT:****COMMITTEE REPORTS:**

1. **Finance Committee**-Mr. Sprague, Chair
2. **Building & Grounds**-Mr. Cammarata, Chair – Met with Liza Tish and new tables were ordered, as requested. The water fountains have been fixed, as requested.
3. **Negotiations/Performance & Evaluation**-Mr. Rubin, Chair
4. **Curriculum/Technology/Policy**-Mr. Ross, Chair – Advised the PTO of where their donation would be spent.
5. **School Business Administrator**-Mrs. Napolitano
6. **Chief School Administrator**-Mr. Ammerman – Thank you, to the PTO, for the \$39,000 donation towards our Technology. This is a wonderful opportunity for Norwood's Technology department. The donation will be accepted at the July 17<sup>th</sup> meeting.

**ACTION ITEMS:****I. APPROVAL OF MINUTES**

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

May 5, 2014 - Work Session & Executive Session Meetings

May 12, 2014 – Special Meeting & Executive Session Meetings

May 19, 2014 – Regular & Executive Session Meetings

Moved by: Mr. Rubin

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. 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 –A21” & “A24”

Moved by: Mr. Rubin

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. 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. Two May incidents were reported at the Work Session meeting, one of these determined to be HIB.

**A2. CST Services/Placements (Enclosure 1)**

approve the child study team services/placements as per Enclosure 1.

**A3. Personnel-New Hire**

approve the following appointments for the 2014-2015 in accordance with the 2012-2013 salary schedule between the Norwood Board of Education and the Norwood Education Association, until such time as a successor agreement is reached:

NAME	POSITION	RATE	EFFECTIVE
Megan O'Neill	Guidance Counselor	MA, Step 1, \$47,766 Benefit Eligible	9/1/14

**A4. Personnel-Additional Days**

approve Karen Rockefeller to work 2 days per month from July 2014 – December 2014 at her current daily rate of \$450.00.

**A5. Superintendent's Caps (Enclosure 2)**

approve the attached Resolution which would repeal the cap on superintendent compensation and would prohibit the education commissioner from regulating the maximum salary a district may pay its superintendent. This item has drawn a lot of publicity.

**A6. Supervisor of Instruction, K-4 (Enclosure 3)**

approve the employment agreement between Frances Orefice and the Norwood Board of Education for Ms. Frances Orefice to serve as Supervisor of Instruction in the Norwood Public School district at the annual salary of \$90,203.00 for the period beginning July 1, 2014 and ending June 30, 2015.

**A7. Extra Compensation**

approve extra compensation for 2014-2015 school year in the amount of \$12,000 payable in accordance with the regular salary schedule for Ms. Frances Orefice in consideration of the additional responsibilities for the implementation of TEACHNJ and ACHIEVENJ and to perform any and all District-wide responsibilities necessary to assist the Interim Superintendent of Schools.

**A8. Supervisor of Instruction, 5-8 (Enclosure 4)**

approve the employment agreement between Mary R. McCormack and the Norwood Board of Education for Ms. McCormack to serve as Supervisor of Instruction in the Norwood Public School district at the annual salary of \$90,203.00 for the period beginning July 1, 2014 and ending June 30, 2015.

- A9. Extra Compensation**  
approve extra compensation for 2014-2015 school year in the amount of \$12,000 payable in accordance with the regular salary schedule for Ms. Mary R. McCormack in consideration of the additional responsibilities for the implementation of TEACHNJ and ACHIEVENJ and to perform any and all District-wide responsibilities necessary to assist the Interim Superintendent of Schools.
- A10. Supervisor of Building and Grounds (Enclosure 5)**  
re-approve the employment agreement between Mark Meyers and the Norwood Public School district at the annual salary of \$74,649 for the period beginning July 1, 2014 and ending June 30, 2015.
- A11. Network Administrator (Enclosure 6)**  
re-approve the employment agreement between Chris Rzucidlo and the Norwood Public School district at the annual salary of \$58,194.00 for the period beginning July 1, 2014 and ending June 30, 2015.
- A12. Confidential Secretary to the CSA (Enclosure 7)**  
re-approve the employment agreement between Roseann Vetter and the Norwood Public School district at the annual salary of \$60,180.00 for the period beginning July 1, 2014 and ending June 30, 2015.
- A13. Support Staff (Enclosure 8 revised)**  
approve the Support Staff for the 2014-2015 School Year as listed in Enclosure No. 8.
- A14. Lunch Duty for the 2014-2015 School Year (Enclosure 9)**  
approve Lunch Duty coverage by the teachers for the 2014-2015 School Year at the approved negotiated rate per 55 minute session.
- A15. Lunch Duty for the 2014-2015 School Year**  
approve Lunch Duty coverage by the following Special Needs aides for the 2014-2015 School Year at the approved negotiated rate per 55 minute session:  
Katherine Argenti  
Linda Cappodona

**A16. Emergency Drills**

post-approve the following Fire and Security Drills held in the 2013-2014 school year:

<b>Fire Drill</b>	<b>Security Drill</b>
September 9, 2013	September 27, 2013
October 29, 2013	October 7, 2013
November 20, 2013	November 25, 2013
December 4, 2013	December 20, 2013
January 13, 2014	January 30, 2014
February 25, 2014	February 28, 2014
March 11, 2014	March 21, 2014
April 21, 2014	April 24, 2014
May 20, 2014	May 29, 2014
June 11, 2014	June 12, 2014

**A17. Security Drill (Enclosure 10)**

approve the Security Drill Statement of Assurance, certifying that, pursuant to 18A:41-1, all requirements have been met relating to the practicing of school security drills.

**A18. Personnel- Summer Hours for Nurse**

approve Anna Froeder to work 22 days during the month of July 2014 while the Region III summer program is in session, the cost for her hours will be reimbursed by Northern Valley.

**A19. Personnel – Summer Hours**

approve the following to work additional summer hours:

<b>Name</b>	<b>Assignment</b>	<b>Number of Days</b>	<b>Daily Rate</b>
Michelle Rienas	Library/Media	5	276.58
Catherine Stanzione	Child Study	10	344.45
Debra Cicchetti	Child Study	10	372.21
Bonnie Malora	Child Study	10	402.08

Salaries noted are from the 2012-2013 salary schedule between the Norwood Board of Education and the Norwood Education Association, until such time a successor agreement is reached.

**A20. Bilingual/ESL Three-Year Program Plan (Enclosure 18)**

approve the enclosed Bilingual/ESL Three-Year Plan for 2014-2017.

**A21. Confidential Secretary to the BA (Enclosure 19)**

approve the employment agreement between Susan Sullivan and the Norwood Public School district at the annual salary of \$33,990.00 for the period beginning July 1, 2014 and ending June 30, 2015.

**A22. TABLED Rescind Personnel-Position Change:**

rescind the following personnel position change:

Debra Cicchetti	From: Full Time Social Worker To: .7 FTE Social Worker	\$52,108.70	9/1/14-6/30/15
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**A23. TABLED Personnel-Position Change & Shared Service Agreement:**

approve the following personnel:

Debra Cicchetti	Full Time Social Worker	\$74,441.00	9/1/14-6/30/15
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approve the recommendation of the Chief School Administrator to enter into a shared service agreement with the Northvale Board of Education whereas Norwood will pay 75% of social worker's health benefit costs and Northvale will pay 25% and each District will be responsible for .5 of Social Workers contract.

Salary is in accordance with the 2012-2013 salary schedule between the Norwood Board of Education and the Norwood Education Association, until such time as a successor agreement is reached.

**A24. Stipend Positions**

approve the following stipend positions for 2014-2015:

Position	Name	Amount *
Art Club	Marie Cooper	\$500.00/year
Grade Eight Advisor	Lauren Rondinelli	\$1,075.00/year
Grade Eight Advisor	Christie DeStefano	\$1,075.00/year
Boys Basketball, Interscholastic	Leigh Bomzer	\$2,200.00/session per team
Girls Basketball, Interscholastic	Matthew Mirabito	\$2,200.00/session per team
Coed Soccer	Leigh Bomzer	\$1,850.00/season per sport
Cricket Court	Maijean O'Donnell	\$525.00/year
Cross Country	Jordan Henshaw	\$500.00/year
Safety Squad	Lynne DiGiorgio	\$550.00/year
Sub Caller	Grace Brigida	\$2200.00/year
Music Show Coordinator	Courtney Bullen	\$4,000.00/year
Student Council Advisor, K-8	Marijean O'Donnell	\$1,900.00/year
Track and Field Coach	Paul D'Errico	\$1,625.00/year
Track and Field Coach	Vito DeLaura	\$1,625.00/year
Yearbook Advisor	Vito DeLaura	\$1,625.00/year

\*Stipend amounts are in accordance with the 2012-2013 schedule between the Norwood Board of Education and the Norwood Education Association, until such time a successor agreement is reached.

**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-C 2”

Moved by: Mr. Ross

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

**C1. Courses for Approval**

approve the following course(s) for approval:

- a. Name: Stephanie Gadaleta  
Course: Corrections of Learning Disabilities  
Credits: Three (3)  
Date: August 2014 thru December 2014  
Institution: Fairleigh Dickinson University
  
- b. Name: Alaina Rausa  
Course: Literature for Younger Children  
Credits: Two (2)  
Date: May 2014 thru July 2014  
Institution: Columbia University: The Teachers College
  
- c. Name: Alaina Rausa  
Course: Introduction to Special Education  
Credits: Three (3)  
Date: July 2014 thru August 2014  
Institution: Columbia University: The Teachers College



- d. Name: Laurie Princing  
 Course: Exploration of Classroom Inquiry  
 Credits: Three (3)  
 Date: August 2014  
 Institution: The College of NJ

**C2. Shared Reading Literacy Project**

- approve Ms. Della Bella's 3<sup>rd</sup> grade classes to walk to Norwood Preschool for a Shared Reading Literacy Project.
- approve the first grade class to walk to 907 Blanch Avenue, Norwood (Henshaw house) for a Frog Release.

**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 Administrative item "F1-F23"

Moved by: Mr. Rubin

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

**F1. Disbursements**

post-approve May 31, 2014 disbursements totaling \$121,186.53 having been audited and found correct and warrants issued therefore.

approve June 16, 2014 disbursements totaling \$138,025.24 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$516,657.07 from the General Account to Payroll Accounts to cover payroll expenditures for the month of May, 2014.

**F2. Transfers/Certification of Budgetary Status (Enclosure 11)**

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

**F3. Financial Reports**

accept the Treasurer's and Secretary's Reports for the month of May, 2014, pursuant to N.J.A.C. 6:20-2.13(e)\*, we certify that as of June 16, 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. Tax Payment Schedule**

approve the 2014-2015 tax payment schedule:

Payment	Date	Current Exp.	Debt Service	Amount Due
1	07/15/14	\$751,325.50	\$36,645.67	\$787,971.17
2	08/15/14	\$751,325.50	\$36,645.67	\$787,971.17
3	09/15/14	\$751,325.50	\$36,645.67	\$787,971.17
4	10/15/14	\$751,325.50	\$36,645.67	\$787,971.17
5	11/15/14	\$751,325.50	\$36,645.67	\$787,971.17
6	12/15/14	\$751,325.50	\$36,645.67	\$787,971.17
7	01/15/15	\$751,325.33	\$36,645.50	\$787,970.83
8	02/15/15	\$751,325.33	\$36,645.50	\$787,970.83
9	03/15/15	\$751,325.33	\$36,645.50	\$787,970.83
10	04/15/15	\$751,325.33	\$36,645.50	\$787,970.83
11	05/15/15	\$751,325.33	\$36,645.50	\$787,970.83
12	06/15/15	\$751,325.33	\$36,645.50	\$787,970.83

**F5. There is no F5 Resolution as it was inadvertently mis-numbered.**

**F6. Student Insurance (Enclosure 12)**

approve the renewal of student/athletic accident insurance at a cost of \$2,880.00 underwritten by Berkley Life and Health Insurance Company with the voluntary Student Accident Program through Markel Insurance Co. for the 2014-2015 school year.

**F7. Discard List (Enclosure 13)**

discard the items on Enclosure 13 which are obsolete and all useable parts salvaged.

**F8. Tuition Student 2014-2015**

approve the admittance of student #NPS01 for the 2014-2015 school year at the State of NJ, Department of Education established tuition rate of \$12,318.00.

**F9. Delta Dental Contract (Enclosure 14)**

approve the renewal contract with Delta Dental for the 2014-2015 school year at a monthly cost of \$109.62 per employee, which is the same as the previous school year.

**F10. West Bergen Mental Healthcare (Enclosure 15)**

approve the contract for risk assessment and school clearances with West Bergen Mental Healthcare as a shared service agreement with Bergen County Region III Districts.

**F11. Transfer of Funds**

- post approve the transfer of funds as per the Auditor from Fidelity Investments to Mariners Bank Capital Project in the amount of \$43,448.72.
- approve closing the Fidelity Account.

**F12. Sick Pay**

- approve the sick leave compensation for Patricia Evans in accordance with the agreement with the Norwood Education Association of \$8,645.00.
- approve the sick leave compensation for Barbara Gastaldo in accordance with the agreement with the Norwood Education Association of \$8,645.00.
- approve the sick leave compensation for Susan Stigliano in accordance with the agreement with the Norwood Education Association of \$4,400.00.

**F13. Building Use 2013-2014**

- post-approve use of the Patio for the purpose of 8<sup>th</sup> grade sponsored Bake Sale on Tuesday, May 21<sup>st</sup> from 3:00pm – 4:00pm.
- approve the use of the front hallway for the purpose of the PTO Tennis Registration on 6/19/14 from 7pm – 8pm.
- approve the use of the Cafeteria for the purpose of the PTO Handprint Fundraiser on 6/23/14 from 2:45pm – 3:30pm.

**F14. Building Use 2014-2015**

- approve the use of the gym for the purpose of basketball camp by BSAK Basketball, LLC from August 11<sup>th</sup> – 15<sup>th</sup>, August 18<sup>th</sup> – 22<sup>nd</sup> from 8:30am – 2:30pm.
- approve the use of the APR for the purpose of Cub Scout Pack 120 Meetings on 9/17/14, 10/22/14, 11/19/14, 12/10/14, 1/21/15, 2/18/15, 3/18/15, 4/14/15, 5/20/15, 6/17/15, 7/22/15, 8/19/15.
- use of the APR for the purpose of the 8<sup>th</sup> Grade PTO Graduation Breakfast on June 24, 2014 from 7:30am – 10:30am.

**F15. Summer Help**

Approve the following summer custodial help:

Peter Lieb	1 <sup>st</sup> year
Michael Esposito	1 <sup>st</sup> year
Jason Shepard	2 <sup>nd</sup> year
Greg Brunck	3 <sup>rd</sup> year

As per the following schedule:

1 <sup>st</sup> year	\$7.75
2 <sup>nd</sup> year	\$8.25
3 <sup>rd</sup> year	\$8.75
4 <sup>th</sup> year	\$9.25
5 <sup>th</sup> year	\$9.75.

**F16. NESBIG Professional Contracts (Enclosure 16)**

approve renewing the professional contracts and service contracts for fund year 2014-2015 as per Enclosure 16.

**F17. Rates for Rental of School Building and Grounds**

approve the fee schedule for the renting of the school building and grounds as follows:

Building:       \$250.00/use for profit organization for 4-hour minimum  
                       \$125.00/use for non-profit organization for 4-hour minimum  
 Additional cost of appropriate custodian coverage is required.

**F18. Capital Reserve**

approve the contribution to the Capital Reserve Account as coordinated by the auditor to transfer surplus over \$250,000 to the Capital Reserve Account.

**F19. Landscaping Proposal**

approve the second year of the five year contract with the Borough of Norwood for landscape maintenance services in the amount of \$11,500.00, which is the same cost as last year.

**F20. Risk Management Consultant Agreement, (Enclosure 17)**

approve the Risk Management Renewal Agreement for the 2014-2015 school year.

**F21. Employee Benefits Consulting Agreement (Enclosure 20)**

approve G.R. Murray to provide consulting services for the 2014-2015 school year for medical, prescription, and flexible spending accounts at a cost of \$7,000.

**F22. Discard List**

approve discarding the following obsolete books:

- Life Science-Silver Burdett, copyright 1990 – 63 books
- Lab Manual-Exploring Life Science copyright 1995 – 68 books

**F23.** Recommend that the Board approve the Roofing Replacement to Arch Concept Construction Company at a cost of \$136,210.00 with State funding of 40% of cost as approved by the Rod Grant application from the State of New Jersey.

**New Business - none**

**Old Business - none**

**Public Participation**

Moved by: Mr. Rubin

Seconded by: Mr. Vaghasia

Time: 8:26pm

- Ms. Minch inquired about the 7:30am special meeting of May 12<sup>th</sup>. She wanted to understand that at that meeting the majority of the BOE voted **yes**.
- In those Fact Finder recommendations, parent/teacher conferences would be exchanged for 2 minimum days in December to reduce administrative meetings, to offset the hours.
- Ms. Minch questioned if this was the only sticking point between the board and the NEA. Mr. Rubin replied that other issues were addressed and a counter proposal was discussed but Association did not respond to the Fact Finder. The school year is ending along with another year with no contract. It has been reported that the Board has agreed with the Fact Finding recommendation and the NEA does not agree. September will be status quo.
- F. Balante discussed his cracked iPad and he will continue to fight for what is right. He was told he could present witnesses.
- Mr. Ammerman made a decision that the witnesses will meet with him individually, by appointment only. There are no security cameras in this area.

**Closed to the Public**

Moved by: Mr. Rubin

Seconded by: Mr. Vaghasia

Time: 8:38pm

**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. Rubin

Seconded by: Mr. Vaghasia

Time: 8:39pm

**Motion to adjourn the meeting from Executive Session**

Moved by: Mr. Rubin

Seconded by: Ms. Diaz

Time: 9:45pm

Respectfully submitted,

Louise A. Napolitano  
Business Administrator/Board Secretary