



NORWOOD, NEW JERSEY

**MINUTES**  
**BOARD OF EDUCATION**  
**WORK SESSION/REGULAR MEETING**  
**AUGUST 18, 2014**  
**7:30 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: 7:31PM**

**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   3  

Community Members   4

**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:**

- August Enrollment Report (Attachment A)
- August Child Study Team Student Count (Attachment B)

**MEETING CALENDAR**

<b>Date</b>	<b>TIME</b>	<b>PLACE</b>	<b>PURPOSE</b>
September 8, 2014	7:30PM	APR/School Library	Work Session Meeting
September 22, 2014	8:00PM	APR/School Library	Regular Meeting

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

1. **Finance Committee**-Mr. Sprague, Chair
2. **Building & Grounds**-Mr. Cammarata, Chair - Will meet on September 8<sup>th</sup> at 6:30pm.
3. **Negotiations/Performance & Evaluation**-Mr. Rubin, Chair
4. **Curriculum/Technology/Policy**-Mr. Ross, Chair
5. **School Business Administrator**-Mrs. Napolitano
6. **Chief School Administrator**-Mr. Ammerman - In regard to the movement in Math Teachers: the change was done because of the new GoMath program and the process of the program is moving ahead over the course of 5 to 10 years. There was a discussion regarding the Consortium Constitution Formal Agreement. Teacher Assistants work a certain number of hours as per our standards. We may have to use teachers to work 8:00am – 8:15am to cover the main entrance, APR, and Gym so that the Teacher Assistants do not go over their approved hours.

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

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

July 17, 2014 – Regular Meeting & Executive Session Meetings

Moved by: Mr. Rubin

Seconded by: Ms. 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. 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 – A22”

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	√			

**A1. CST Services/Placements (Enclosure 1)**

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

**A2. Personnel-Resignation**

accept the resignation of Alaina Rausa, grade 1 teacher as of August 7, 2014.

**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
Emily Kozel	Instructional Aide	\$16.00/hr. not to exceed 27 ½ hours/week	9/1/14
Elayne Ro*	Instructional Aide	\$16.00/hr. not to exceed 27 ½ hours/week	9/1/14
Sara Pulgrano	Grade 1 Teacher	BA, Step 1, \$42,177	9/1/14

\*pending receipt of all paperwork

**A4. Personnel Changes of Assignment**

approve the following personnel changes of assignment:

	From	To
Leigh Bomzer	Grade 4	Grade 6 & 7 Mathematics
John Pontrella	6 & 7 Mathematics	Grade 4

**A5. Mentoring Assignments Changes**

approve the following mentors and mentor payments to the following first-year teachers for 2014-2015 school year:

**Mentor**

Jordan Henshaw

Robin Brunck

**Mentee**

Sara Pulgrano

Stephanie Gadaleta

**A6. Substitute Teachers (Enclosure 2)**

approve the Substitute Teachers for the 2014-2015 School Year as per Enclosure #2.

**A7. Athletic Schedules (Enclosure 3)**

approve the schedule for Soccer and Volleyball for the 2014-2015 school year.

**A8. Kindergarten Facilities (Enclosure 7)**

approve alternative method of bathroom access compliance in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom.

**A9. School Crisis Response Plan (Enclosure 4)**

approve the School Crisis Response Plan for the 2014-2015 school year.

**A10. Northern Valley Education Consortium Constitution (Enclosure 5)**

approve the Northern Valley Education Consortium Constitution. (NVEC).

**A11. Calendar**

approve the following changes to the 14-15 school calendar:

	<b>Old Dates</b>	<b>New Dates</b>
Graduation Date	Saturday, June 20, 2015	Monday, June 22, 2015
Half Days	Full Day: June 22 Half Days: June 23	Full Day: June 23 Half Days: June 22

**A12. Stipend Positions\***

approve the following positions for 2014-2015:

<b>Position</b>	<b>Name</b>	<b>Amount*</b>
Norwood Network News	Jason Simodejka	Zero Period (\$45/ 45 minute period) @ 30 Minutes/Day prorated, not to exceed 150 days
Concert Rehearsal	Courtney Bullen	Zero Period (\$45/ 45 minute period) @ 30 Minutes/Day prorated

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

**A13. Additional Summer Hours**

approve additional summer hours for the following:

<b>Personnel</b>	<b>Assignment</b>	<b># Days</b>	<b>Daily Rate*</b>
Bonnie Malora	Child Study Team	2	\$402.08
Catherine Stanzione	Child Study Team	2	\$344.45

\*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.

**A14. Bergen County Special Services**

approve entering into contract with Bergen County Special Services to provide Hospital Instruction for the 2014-15 school year for students who are confined during school hours for medical and/or rehabilitative care at Bergen Regional Medical Center at a rate of \$60.00 per hour.

**A15. Workshop/Conference**

post-approve the following workshop expense:

- Name: Robin Brunck
- Conference: LLI, Intensive Professional Development-Grades 3-5
- Location: Cambridge, MA
- Date: July 8-10
- Cost: \$117.08 meals

**A16. PARCC Training**

approve staff trainer, Jessica Anspach, to provide PARCC training for Grades 3-8 Professional Development to District Staff Members at a cost of \$400.00.

**A17. Northern Valley Education Consortium Programs Liability (Enclosure 8)**

approve Enclosure 8, which maintains that, the Norwood Board of Education provides liability insurance to the non-resident students who participate in the Norwood Public School programs, extracurricular activities and other mainstreaming opportunities.

**A18. Board Goals (Enclosure 9)**

approve the enclosed Board goals for the 2014-2015 school year.

**A19. NJ School Board Member and Trustee Code of Ethics (Enclosure 10)**

acknowledge and confirm that the Board has reviewed and will abide by the NJSB Code of Ethics.

**A20. Personnel-New Hire, Additional**

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
Katherine Moger	Instructional Aide	\$16.00/hr. not to exceed 27 ½ hours/week	9/1/14

**A21. Stipend Positions, Additional\***

approve the following positions for 2014-2015:

Position	Name	Amount*
Volleyball Coach	Katherine Moger	\$1,850.00

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

**A.22 Workshop/Conference**

approve the following conference/workshop:

- Name: Gina McCormack & Fran Orefice
- Conference: Realtime Administrators Workshop
- Location: Clifton, NJ
- Date: 8/27/14
- Cost: \$0

**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”

Moved by: Mr. Ross

Seconded by: Mr. Rubin

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. Course for Approval**

approve the following course(s) for approval:

- a. Name: Dana Sir

Course: Policy Analysis in Administration: Political and Economic Aspects

Credits: Three (3)

Date: Aug. 2014 – Dec. 2014

Institution: Seton Hall University



**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 F6”

Moved by: Mr. Ross

Seconded by: Mr. Rubin

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 second June 30, 2014 disbursements totaling \$271,880.19 having been audited and found correct and warrants issued therefore.

post-approve July 31, 2014 disbursements totaling \$28,979.07 having been audited and found correct and warrants issued therefore.

approve August 18, 2014 disbursements totaling \$(available at BOE meeting) having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$131,366.10 from the General Account to Payroll Accounts to cover payroll expenditures for the Month of July, 2014.

**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 2014-2015 budget as of July 31, 2014 as per Enclosure #6 for \$82,000.

**F3. Financial Reports**

accept the Treasurer’s and Secretary’s Reports for the month of June 2014, pursuant to N.J.A.C. 6:20-2.13(e)\*, we certify that as of August 18, 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. 2014-2015 Valley Supported Programs**

approve participation and accept its pro-rata share in various programs to be administered by the Northern Valley Regional High School District.

**F5. Transportation-Shared Services**

authorize the Business Administrator/Board Secretary to participate in the shared transportation program with Northern Valley Regional High School District for special education and non-public routes.

**F6. Building Use**

RESOLVED, that the Norwood Board of Education approves/post-groups/organizations listed below. The Board reserves the right to schedule school activities at any time.

GROUP/ORGANIZATION	USE/PURPOSE/ROOM	DATES/TIMES	FEE
Norwood PTO	Library/PTO meetings	9/30,10/15,11/12,12/17, 1/14,2/11,3/18,4/15,6/17	None
Norwood PTO	APR/RedCross Babysitting Class	10/14 & 10/15	None

**New Business - none**

**Old Business - none**

**Open to Public Participation**

Moved by: Mr. Ross  
Seconded by: Mr. Rubin  
Time: 8:13pm

**Closed to Public Participation**

Moved by: Mr. Rubin  
Seconded by: Mr. Ross  
Time: 8:13pm

**Open to Public Participation**

Moved by: Mr. Vaghasia  
Seconded by: Ms. Diaz  
Time: 8:17pm

**Closed to Public Participation**

Moved by: Ms. Diaz  
Seconded by: Mr. Vaghasia  
Time: 8:17pm

**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: Ms. Diaz  
Time: 8:17pm

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

Moved by: Mr. Ross  
Seconded by: Mr. Rubin  
Time: 8:55pm

Respectfully submitted,

Louise A. Napolitano  
Business Administrator/Board Secretary