



NORWOOD, NEW JERSEY

MINUTES
BOARD OF EDUCATION
REGULAR MEETING
November 17, 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__17__

Community Members__31__

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:**

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

MEETING CALENDAR

Date	TIME	PLACE	PURPOSE
November 18, 2014	7:30PM	Library	Special Meeting
December 15, 2014	7:30	APR	Combined Meeting

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

1. **Finance Committee**-Mr. Sprague, Chair – The Committee met with the Auditor and there is no corrective action plan or findings. Discussed the Budget and that there will be no major changes in the upcoming budget year.
2. **Building & Grounds**-Mr. Cammarata, Chair – Will have a meeting in December to go over maintenance issues and a Long Range Facilities Plan.
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 - Mr. Ammerman congratulated the Norwood Soccer Team for Winning the 2014 Northern Valley Championship. Mr. Bomzer said they defeated an undefeated team. Mr. Bomzer read the players names as they shook hands with the Board Members. Mr. Ammerman also congratulated Perry Gatanos for taking 2nd place in a Cross Country Meet.

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

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

October 06, 2014 – Work Session and Executive Session

October 13, 2014 – Special Meeting

October 14, 2014 – Special Meeting

October 16, 2014 – Special Meeting

October 20, 2014 – Regular Meeting and Executive Session

Moved by: Ms. Diaz

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	√			

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 – A17”

Moved by: Ms. Diaz

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	√			

A1. Harassment, Intimidation and Bullying

approve, as per the Chief School Administrator's report, the following HIB Report for October 2014 as they relate to HIB Policy #5131.8:

Reported Cases: 2 (2014-2015 #2 & 2014-2015 #3)

Number of Cases open: 0

Number of Cases closed: 2

Number of Incidents determined to be HIB: 2

A2. Fire and Security Drills

post-approve the following fire and security drills for the month of October:

Fire Drill – October 3, 2014

Security Drill – October 27, 2014

A3. CST Services/Placements (Enclosure 1)

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

A4. Workshop/Conference

approve and post-approve the following conferences/workshops:

- Name: Ann Alberti
Conference: Literacy Leaders Motivation
Location: Paramus, NJ
Date: 10/1/14
Cost: \$.00

- Name: Chelsea Kritzer
Conference: Go Math
Location: Haworth, NJ
Date: 10/16/14
Cost: \$.00

- Name: Ann Alberti
Conference: Literacy Coaching Meeting
Location: Paramus, NJ
Date: 10/20/14
Cost: \$.00

- Name: Mark Meyers
Conference: Fire Code & Sprinklers
Location: Parsippany, NJ
Date: 10/21/14
Cost: \$.00

- Name: Sara Pulgrano
Conference: Classroom Leadership
Location: Northern Valley Curriculum Center
Date: 10/23/14
Cost: \$.00

- Name: Jordan Henshaw
Conference: Social Skills in the Classroom
Location: Northern Valley Curriculum Center
Date: 10/27/14
Cost: \$.00

- Name: Alison Griffith
Conference: Coaching Visit through NVCC
Location: Northern Valley, Old Tappan
Date: 10/29/14
Cost: \$.00

- Name: Nicole Hill & John Pontrella
Conference: Differentiating Instruction Using Technology
Location: Northern Valley Curriculum Center
Date: 10/29/14
Cost: \$.00

- Name: Nicole Hill
Conference: Algebra I Meeting
Location: Demarest, NJ
Date: 10/30/14
Cost: \$.00

- Name: Jamie Kopf
Conference: Informational Writing
Location: Northern Valley Curriculum Center
Date: 10/30/14
Cost: \$.00

- Name: Lynne DiGiorgio, Jamie Kopf, Marianne Morris
Conference: Balanced Literacy Prep for PARCC
Location: Northern Valley Curriculum Center
Date: 11/3/14
Cost: \$.00

- Name: Dana Sir
Conference: Gang Awareness
Location: Paramus, NJ
Date: 11/3/14
Cost: \$.00

- Name: Lisa Mazurek
Conference: Social Studies Curriculum Writing
Location: Northern Valley Curriculum Center
Date: 11/5/14
Cost: \$.00

- Name: Fran Orefice & Gina McCormack
Conference: PARCC Planning & Scheduling
Location: HoHoKus, NJ
Date: 11/5/14
Cost: \$.00

- Name: Patricia McGee
Conference: Google Doc
Location: Northern Valley Curriculum Center
Date: 11/11/14
Cost: \$.00

- Name: Grace Brigida, Christie DeStefano, Lauren Rondinelli
Conference: Observation @ NVOT-Step Program & transition for curriculum & placement
Location: Old Tappan, NJ
Date: 11/13/14
Cost: \$.00

- Name: Patricia McGee, Lisa Mazurek
Conference: Informational Writing
Location: Old Tappan, NJ
Date: 11/14/14
Cost: \$.00

- Name: Marie Cooper
Conference: Creative Image: Photoshop Image Editing & Effects
Location: Northern Valley Curriculum Center
Date: 11/17/14
Cost: \$.00

- Name: Megan O'Neill
Conference: Branching Minds for Intervention Team Referrals
Location: Harrington Park, NJ
Date: 11/19/14
Cost: \$.00

- Name: Leigh Bomzer, John Pontrella
Conference: A Fresh Look at Math Instruction Working with the
New Standards
Location: Madison, NJ
Date: 11/21/14
Cost: \$.00

- Name: Megan O'Neill (workshop approved in September, Megan
O'Neill will attend in place of Gina McCormack
Conference: Girl's Bullying: Relational Aggression and Guidelines
toward Resolution
Location: Lodi, NJ
Date: 1/16/15
Cost: Registration-129.00

A5. Rescinding of Mentoring

rescind the following mentoring assignment:

<u>Mentor</u>	<u>Mentee</u>
Bonnie Malora	Megan O'Neill*

*Megan already has her Standard Certificate and under the new Administrative Code, should be mentored only by her supervisor.

approve reimbursing Megan for mentoring fees deducted from her paycheck for the months of September and October, total of \$110.00.

approve compensation to Bonnie Malora for mentoring completed for the months of September and October, total of \$110.00

A6. Athletic Schedules (Enclosure 2)

approve the schedule for Girls and Boys Basketball for the 2014-2015 school year.

A7. Tuition

post-approve, as of October 27, 2014, 8th grade student #196124 to attend the Old Tappan Public School for Geometry class at a cost of \$2,599.10 prorated.

A8. Personnel-New Hire

post-approve the following appointment 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
Tara Comny	Instructional Aide 1:1 aide for student as needed per her 504 plan	\$16.00/hr. not to exceed 29 hours/week No Benefits	10/23/14

A12. Stipend Position*

post-approve the following position for 2014-2015:

Concert Rehearsal	Kyle Kubicki	Zero Period (\$45/ 45 minute period)
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*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. Personnel – Position Change

approve the following change in contract effective 11/24/14:

Name	Position	Rate
Shelly Esposito	From .7 FTE Speech To .8 FTE Speech	\$71,049.60

A14. Substitute Teacher

approve the following substitute teacher for the 2014-2015 school year:

Andrea Sirianni

Kelly Fiedler

A15. Family and Medical Leave request

approve the Application for Family and Medical Leave from Jason Simodejka for 1/5/15 to 1/8/15, utilizing four personal days, for the birth of his child.

A16. Crowd Control

approve Brendan O’Donnell to do crowd control at a rate of \$31.00/session.

A17. Discipline Report

approve the following discipline report for the month of October:

Suspension: 1

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. Field Trips

approve the following field trip for the 2014-2015 school year:

- Music Dept.*

Location: Hershey, PA
 Cost to Student: \$145.00
 Cost to District: \$.00
 Transportation: Saddle River Tours

*trip approved in September with cost information to follow

- 2nd Grade

Location: Meadowlands Environmental Center
 Cost to Student: \$20.00
 Cost to District: \$.00
 Transportation: Rinaldi Bus Co.

- Student Council

Location: NJ Association of Student Councils winter workshop,
 College of NJ – Ewing, NJ
 Cost to Student: \$.00
 Cost to District: \$696.00 approximate (288.00 registration fee & \$408.00
 transportation)
 Transportation: Rinaldi Bus Co

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-F7 ”
 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	√			

F1. Disbursements

post-approve October 31, 2014 Electronic Checks totaling \$128,058.58 having been audited and found correct and warrants issued therefore.

approve November 17, 2014 Monthly Disbursements totaling \$ 474,610.44 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$481,285.12 from the General Account to Payroll Accounts to cover payroll expenditures for the month of October 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 2014-2015 budget as of November 30, 2014.

F3. Financial Reports

accept the Treasurer's and Secretary's Reports for the month of October, 2014, pursuant to N.J.A.C. 6:20-2.13(e)*, we certify that as of November 17, 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. Tuition Rates for the 2014 – 2015 School Year

approve the tuition rate for the 2014-2015 School Year as follows:

- Kindergarten - \$ 14,480
- Grades 1-5 - \$ 12,318
- Grades 6-8 - \$ 13,157
- Learning and/or Lang. Dis. - \$ 29,875

F5. CAFR, Management Report & Audit Synopsis (Enclosure No. 4)

approve/accept the Norwood Board of Education Comprehensive Annual Financial Management Report (CAFR), the Auditor's Management reports on Administration Findings, Financial Compliance and Performance, and Audit Synopsis for the Fiscal Year ending June 30, 2014 as detailed in Enclosure No. 4. *(will be available at the meeting)*

F6. Audit Recommendations & Corrective Action Plan (Enclosure No. 5)

approve/accept the Norwood Board of Education School Audit Recommendations and School Audit Corrective Action Plan for the Fiscal Year ending June 30, 2014 as detailed in Enclosure No. 5. (No recommendations were found.) *(will be available at the meeting)*

F7. Building Use

RESOLVED, that the Norwood Board of Education approves the application for USE OF SCHOOL FACILITIES made by the following groups/organizations listed below. The Board reserves the right to schedule school activities at any time;

GROUP/ORGANIZATION	USE/PURPOSE/ROOM	DATES/TIMES	FEE
PTO/8 th grade committee	Main hallway/Plant Sale	12/11 6:15pm – 9:00pm 12/12 2:45pm – 4:00pm	None
PTO/8 th grade committee	APR/Meeting	11/10/14 7:45pm – 8:45pm	None
Norwood Pack 120 Webelos Den Meeting	APR	11/5/14 5:45pm-7:30pm	None
Norwood PTO	Holiday Boutique	12/1/14 3-5 set up 12/2-12/4/14 8:20-3 12/4 /14 4-7	None

New Business - none

Old Business - none

Public Participation

Moved by: Mr. Vaghasia

Seconded by: Mr. Ross

Time: 8:37pm

- Ms. Esposito spoke about her position approval from .7 to .8, but felt it is not adequate. She read a list of her responsibilities and her caseload and said she has always received superior evaluations.
- Ms. Bajakian asked about the status of negotiations and with our CSA Search.
- Mr. Rubin responded that there is no resolution to the teacher contracts but the wheels are in motion and we will continue to move forward.
- Mr. Sprague responded that the CSA position was advertised but there was not a tremendous response. Interviews took place over 3 nights with 6 candidates and no final decision was made. Mr. Ammerman will stay on until June 30, 2015 and can stay until November 30th, by law.

Closed to the Public

Moved by: Mr. Ross

Seconded by: Mr. Rubin

Time: 8:44pm

Regular Meeting – November 17, 2014

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: 8:45pm

Motion to adjourn the meeting from Executive Session

Moved by: Mr. Ross

Seconded by: Mr. Rubin

Time: 9:30pm

Respectfully submitted,

Louise A. Napolitano
Business Administrator/Board Secretary