



NORWOOD, NEW JERSEY

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**MINUTES**  
**BOARD OF EDUCATION**  
**WORK SESSION/REGULAR MEETING**  
**December 15, 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

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**CALL TO ORDER:**

**Time: 7:33pm**

**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	√		7:45pm arrival
Mr. G.C. Vaghasia, Trustee	√		

Faculty Members\_\_2\_\_

Community Members\_\_8\_\_

**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:**

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

**MEETING CALENDAR**

<b>Date</b>	<b>TIME</b>	<b>PLACE</b>	<b>PURPOSE</b>
January 5, 2015	7:30PM	APR	Reorganization Meeting
January 5, 2015	Immediately following Reorg. Meeting	APR	Work Session Meeting
January 19, 2015	8:00PM	APR	Regular Meeting

**PRESIDENT'S STATEMENT:**

The meeting was opened and Mr. Cammarata was given a plaque by President, Mr. Sprague and thanked for the great job he has done on the Buildings & Grounds Committee. He has kept the Board abreast of all projects and has been a valuable resource with his involvement not only in the school but as a town member and parent liaison. Mr. Rubin commented that he has been a wonderful Board member and has been on the Negotiation Committee as well as Buildings and Grounds. Mr. Cammarata has been very helpful with working through contracts and with a number of projects he has accomplished and some that are still on going. Mr. Ammerman commented that Mr. Cammarata has been an ideal Board member. He is sincere and respectful and is appreciated for all his work. Mr. Cammarata is a fine human being.

**COMMITTEE REPORTS:**

1. **Finance Committee**-Mr. Sprague, Chair - will meet on January 19, 2015
2. **Building & Grounds**-Mr. Cammarata, Chair – will meet on January 19, 2015
3. **Negotiations/Performance & Evaluation**-Mr. Rubin, Chair
4. **Curriculum/Technology/Policy**-Mr. Ross, Chair

5. **School Business Administrator-** Mrs. Napolitano presented a proposal for possible Bond Refunding. The outstanding Bonds that Norwood Public School were issued with a Call Date of March 2016 which makes it possible for the Bonds to be called in and refinanced at a lower interest rate, which would be a cost savings of possibly \$200,000 over the life of the bonds without extending their maturity dates. We will be meeting with our Bond Counsel and a Financial Advisor at a Finance Committee meeting to look at starting the process which would involve the Board to vote on and have a majority vote. This is important to consider not only due to the cost savings but because having a net present value above the 3% threshold could impact state aid to the district.
  
6. **Chief School Administrator-**Mr. Ammerman – Baseball/Softball league is set with Northvale, Harrington Park, Old Tappan, Norwood, RiverVale and Cresskill. Leigh Bomzer is the baseball coach. 22 boys and 22 girls signed up. The band and concert band did an excellent job with the holiday parade and with their trips to the Senior Center. A Tentative calendar was presented for 2015-2016, starting before Labor Day.

**ACTION ITEMS:**

**I. APPROVAL OF MINUTES**

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

November 3, 2014 – Special Meeting

November 12, 2014 – Work Session and Executive Session

November 18, 2014 – Special Meeting

November 17, 2014 – Regular Meeting and Executive Session

Moved by: Mr. Ross

Seconded by: Mr. Snyder

Vote: All In Favor

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

**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 – A13”

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, the following HIB Report for November 2014 as they relate to HIB Policy #5131.8:

Reported Cases: 1 (2014-2015#4)

Number of Cases open: 0

Number of Cases closed: 1

Number of Incidents determined to be HIB: 1

**A2. Rescinding of HIB incident**

rescind, as per the Chief School Administrator’s recommendation that HIB investigation 2014-2015#2 does not fit the HIB definition.

**A3. Fire and Security Drills**

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

Fire Drill – November 5, 2014

Security Drill – November 25, 2014

**A4. CST Services/Placements (Enclosure 1)**

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

**A5. Workshop/Conference**

approve and post-approve the following conferences/workshops:

- Name: Vito DeLaura  
Conference: Coaching  
Location: Haworth & Northvale Schools  
Date: 10/24/14  
Cost: \$.00
  
- Name: Laurie Pringing, Vito DeLaura  
Conference: Google Docs  
Location: Old Tappan, NJ  
Date: 11/11/14  
Cost: \$.00
  
- Name: Robin Brunck  
Conference: LLI , Intensive Professional Development  
Location: Cambridge, MA  
Date: 11/12/14-11/14/14  
Cost: \$25.50 tolls & additional \$6.51 mileage  
Comments: These are additional costs, workshop approved 4/24/14
  
- Name: Bonnie Malora  
Conference: Transition for Curriculum & Placement  
Location: Old Tappan, NJ  
Date: 11/13/14  
Cost: \$.00
  
- Name: Grace Brigida  
Conference: Informational Writing  
Location: Old Tappan, NJ  
Date: 11/14/14  
Cost: \$.00
  
- Name: Marijean O'Donnell  
Conference: STEM – Inquiry –Based Science  
Location: Old Tappan, NJ  
Date: 11/19/14  
Cost: \$.00

- Name: Tracey Preolo, Harriet Kaplan  
Conference: World Language Curriculum Writing  
Location: NVCC, Demarest, NJ  
Date: 11/20/14  
Cost: \$.00
  
- Name: Lauren McKinley, Rose Zara  
Conference: Informational Writing  
Location: NVCC, Demarest, NJ  
Date: 12/2/14  
Cost: \$.00
  
- Name: Tracey Preolo, Debra Cicchetti  
Conference: Positive Psychology III  
Location: NVRHS, Demarest, NJ  
Date: 12/2/14  
Cost: \$.00
  
- Name: Lauren McKinley, Jordan Henshaw, Brie Corris  
Conference: Classroom Common Core Math Strategies  
Location: NVCC, Demarest, NJ  
Date: 12/3/14  
Cost: \$.00
  
- Name: Lisa Mazurek  
Conference: Social Studies Curriculum Writing  
Location: NVCC, Demarest, NJ  
Date: 12/4/14  
Cost: \$.00
  
- Name: Jordan Henshaw  
Conference: Picture Books & Common Core Standards  
Location: NVCC, Demarest, NJ  
Date: 12/10/14  
Cost: \$.00
  
- Name: Megan O'Neill  
Conference: 8<sup>th</sup> grade conference meeting  
Location: Old Tappan, NJ  
Date: 12/10/14  
Cost: \$.00

- Name: Marie Cooper  
Conference: 21<sup>st</sup> Century Skills and Interdisciplinary Connections  
Location: NVCC, Demarest, NJ  
Date: 12/11/14  
Cost: \$.00
  
- Name: Ann Alberti  
Conference: Literacy Leaders and Coaches  
Location: Paramus, NJ  
Date: 12/11/14  
Cost: \$.00
  
- Name: Fran Orefice, Gina McCormack  
Conference: Bergen County Curriculum Coordinators  
Location: Washington Township, NJ  
Date: 12/16/14  
Cost: \$.00
  
- Name: Jordan Henshaw  
Conference: Professional Development Committee  
Location: Old Tappan, NJ  
Date: 12/17/14  
Cost: \$.00
  
- Name: Fran Orefice, Gina McCormack  
Conference: NJ Core Content Standard & Career Ready Practices  
Location: Paramus, NJ  
Date: 1/12/15  
Cost: \$.00
  
- Name: Michelle Rienas  
Conference: Judy Freeman's Winners Workshop  
Location: Whippany, NJ  
Date: 4/24/15  
Cost: \$199.00

**A6. Stipend Position\***

post-approve the following position for 2014-2015:

Debate Club Advisor	Sean Ulley	\$840.00 prorated on a yearly stipend of \$1,200.00
UN Model Club Advisor	Lisa Mazurek	\$720.00 prorated on a yearly stipend of \$1,200.00
Head Softball Coach		\$2,200.00
Head Baseball Coach	Leigh Bomzer	\$2,200.00

\*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.

**A7. Substitute Teacher**

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

Robert Canas  
Aileen Kurtz  
Tara Conmy

**A8. Job Descriptions**

approve the following job descriptions as per Enclosure #2:

Speech-Language Specialists (2A)  
Guidance Counselor (2B)  
School Nurse (2C)

**A9. Student Fieldwork**

approve the following students from Ramapo College to do Literacy Practicum observations in the following classroom in the Spring 2015:

NAME	SUPERVISING TEACHER
Julia Mazza	Danielle Keller
Ash Schwiederek	Jennifer Kiss
Georgean Vellella	Jordan Henshaw
Samantha Vigna	Tara Cormican
David Ward	Jen Cianfaglione

**A10. Student Observation**

approve Michael Soo, a student from University of Massachusetts, Amherst, to observe in the music classroom 1 day in January.

**A11. Discipline Report**

approve the following discipline report for the month of November:

Suspension: 1



**A12. Class Coverage**

post-approve the following teachers to provide 4<sup>th</sup> grade math instruction coverage at their per period rate:

- Lisa Baird \$44.09
- Leigh Bomzer \$45.57
- Nicole Hill \$70.99

post-approve Emily Kozel as a long-term sub at a rate of \$85.00/day for 19 days, then BA Step 1, benefit eligible through June 30, 2014.

**A13. 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
Marni Valorano	Instructional Aide For month of Dec.	\$16.00/hr. not to exceed 29 hours/week No Benefits	12/1/14
Michael Shapiro	Instructional Aide	\$16.00/hr. not to exceed 29 hours/week No Benefits	upon receipt of fingerprinting certificate

Motion to approve Administrative items “A14”

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	√			

**A14. Interim Superintendent Appointment**

approve Dr. Patricia Raupers as Interim Superintendent/Principal, commencing 8/1/15 through 6/30/16, contingent upon County approval of her contract.

**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. Rubin

Seconded by: Mr. Snyder

Vote: All In Favor

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

**C1. Field Trips**

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

- Grade 8
  - Location: Washington DC
  - Cost to Student: \$797.00
  - Cost to District: \$.00
  - Vendor: Gerber Tours
- Choral & Band Groups
  - Location: Norwood, NJ – participating in town Holiday Parade
  - Cost to Student: \$.00
  - Cost to District: \$.00
  - Vendor:
- Choral and Band Groups
  - Location: Norwood, NJ – participating in musical concert for town senior citizens
  - Cost to Student: \$.00
  - Cost to District: \$268.00 Transportation
  - Vendor: Rinaldi Transportation
- Grade 1
  - Location: Turtle Back Zoo
  - Cost to Student: cost to be approved at a later date
  - Cost to District: \$.00
  - Vendor: Rinaldi Transportation

**C2. Course for Approval**

approve the following course(s) for approval:

- a. Name: Vito DeLaura  
 Course: Measurement & Supervision of Learning & Teaching  
 Credits: 3  
 Date: 1/2015-6/2015  
 Institution: NJ City University
- b. Name: Vito DeLaura  
 Course: Educational Administration Leadership I  
 Credits: 3  
 Date: 1/2015-5/2015  
 Institution: NJ City University
- c. Name: Jason Simodejka  
 Course: Getting Ready for Google Apps For Education  
 Credits: 3  
 Date: 11/24/14-12-22-14  
 Institution: Midwest Teachers Institute and Calumet College of St. Joseph

**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-F6 ”

Moved by: Mr. Rubin

Seconded by: Mr. Ross

Vote: All In Favor

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

**F1. Disbursements**

post-approve November 30, 2014 Electronic Checks totaling \$121,067.19 having been audited and found correct and warrants issued therefore.

approve December 15, 2014 Monthly Disbursements totaling \$110,497.75 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$490,751.14 from the General Account to Payroll Accounts to cover payroll expenditures for the month of November 2014.

**F2. Transfers/Certification of Budgetary Status**

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; as per Enclosure No. 3.

**F3. Financial Reports**

accept the Treasurer’s and Secretary’s Reports for the month of November, 2014, pursuant to N.J.A.C. 6:20-2.13(e)\*, we certify that as of December 15, 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. Treasurer Resignation**

accept, with regret, after 34 years of service, the resignation of our Treasurer, Richard Vogler, as of December 31, 2014.

**F5. Bid Award for Re-Glazing & Replacement of Window**

award a bid for the purpose of re-glazing and replacement of the windows to RD Architectural at a cost of \$108,100.00, contingent on attorney review.

**F6. Building Use**

RESOLVED, that the Norwood Board of Education approves/post 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;

<b>GROUP/ORGANIZATION</b>	<b>USE/PURPOSE/ROOM</b>	<b>DATES/TIMES</b>	<b>FEE</b>
Norwood Brownie Troop 5458	Front Patio Bake Sale	11/26/14 12pm – 1:30pm	None

**New Business - none**

**Old Business** - Mr. Rubin stated that there is a tentative agreement with the fact finder findings and there is common ground; no contract or salary guides yet.

**Open to Public Participation**

Moved by: Mr. Rubin

Seconded by: Mr. Ross

Time: 8:33pm

- Mrs. Orrechio complimented the Holiday Parade and concert; they were excellent. Mr. M. Meyers helped and Mr. Kubicki did an excellent job with the jazz band. It was an outstanding and most enjoyable weekend. Thank you.

**Close to the Public**

Moved by: Mr. Rubin

Seconded by: Mr. Ross

Time: 8:36pm

**Re-Open to Public Participation**

Moved by: Mr. Rubin

Seconded by: Mr. Ross

Time: 8:40pm

**Re-Close to the Public**

Moved by: Mr. Rubin

Seconded by: Mr. Ross

Time: 8:41pm

**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. Ross  
Time: 8:41pm

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

Moved by: Mr. Ross  
Seconded by: Mr. Cammarata  
Time: 10:32pm

Respectfully submitted,

Louise A. Napolitano  
Business Administrator/Board Secretary