

**NORWOOD BOARD OF EDUCATION  
NORWOOD, NJ 07648  
REGULAR MEETING MINUTES  
September 21, 2009**

The Board of Education of the Borough of Norwood, County of Bergen, New Jersey met in regular session on September 21, 2009, in the Library of the Norwood Public School, Summit Street, Norwood, New Jersey at 8:00 PM.

Mr. Sprague, President of the Board, called the meeting to order and announced 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, the municipal building's official bulletin board, and it has been delivered to the Press Journal newspaper circulated in the District at least 48 hours prior to the time of this meeting. The Board will meet in executive session immediately following this session to discuss personnel and contractual matters.

Present at roll call were Mr. Sprague, Mr. Ross, Dr. Cohen, Mrs. Abramowitz, Mrs. Kim, and Mr. Hausmann. Also present were Dr. Feifer, Superintendent and Ms. Joan Dunn, Interim Business Administrator. Mrs. Krapels was absent

On a motion by Mrs. Abramowitz, seconded by Mrs. Kim, the Board unanimously agreed to accept the minutes of July 20, 2009 Regular Meeting and August 3, 2009 Special Meeting.

On a motion by Mrs. Abramowitz, and seconded by Mrs. Kim, Board unanimously agreed to accept the Secretary's and Treasurer's reports for the month of July and August 2009. Pursuant to N.J.A.C. 6:20-2.13 (e) the Board certified that as of September 21, 2009, after a review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of their knowledge, no major account or fund has been overextended 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.

**Discussion of correspondence presented to the Board**

**None**

**Chief School Administrator's Report:**

Cho Dae Church Lease

1. \*The lease will be approved with either the option to review at the current rates, or add more classrooms at a higher rate. The Church will meet to determine whether they will need the three additional classrooms.
2. \*Northern Valley Business Administrator will set up a meeting with both boards to determine whether there is any interest in sharing business administrators.

**RECOMMENDATIONS**

A. Conferences (Enclosure No. 7a, 7b, and 7c)

I recommend that the Board approve the following conferences as recommended to the Chief School Administrator by the Principal:

Staff Member: Michelle Rienas

Conference: NJASL Annual Fall Conference Registration

Location: Hilton East Brunswick, East Brunswick, NJ

Date: November 14, 2009

Cost to Board: Registration fee of \$107.00, plus mileage expense

Staff Member: Nicole Hill

Conference: Preparing Your Students for the NJ Algebra I Competency Assessment

Location: Columbus School, Lodi, NJ

Date: October 9, 2009

Cost to Board: Substitute coverage of \$85, plus mileage expense

Staff Member: Frances Orefice

Conference: Making Middle Grade Work

Location: Kean University, Union, NJ

Date: September 17, 2009

Cost to Board: Mileage expense

**Resolved by Mrs. Abramowitz, seconded by Mr. Hausmann and unanimously approved on a roll call vote.**

**RECOMMENDATIONS (continued)**

**B. Uniform Memorandum of Agreement (Enclosure No. 8)**

I recommend that the Board approve the enclosed *Update to Uniform Memorandum of Agreement Between Education and Law Enforcement Officials*. Chief Krapels and I met on 7 August to discuss this matter.

**Resolved by Mrs. Abramowitz, seconded by Mr. Hausmann and unanimously approved.**

**C. Locker Policy (Enclosures Nos. 9 and 10)**

I recommend that the Board approve the first reading of revised Policy File Code: 5124.4 - Lockers. Enclosure no. 9 is the current policy and enclosure no. 10 is the revised policy.

**Resolved by Mrs. Abramowitz, seconded by Mr. Hausmann and unanimously approved.**

**D. Presentations at Board of Education Meetings**

I recommend the following schedule of presentations at Board Meetings in 2009-2010:

October 12, 2009	Technology	Barbara Migdalen
November 9, 2009	Testing	Jeffrey Feifer and Charmaine Della Bella
February 8, 2010	Special Ed.	Janice Fedkenheuer
March 15, 2010	Guidance/Social Work	Frances Orefice and Debra Cicchetti

**Resolved by Mrs. Abramowitz, seconded by Mr. Hausmann and unanimously approved.**

**E. Substitute Teachers**

I recommend that the Board approve the following substitutes for 2009-2010:

Tonimarie Dipietro  
Cynthia Lisa  
Vincent Caputo  
Michelle Han \*  
Beth Kreitman \*

**Resolved by Mrs. Abramowitz, seconded by Mr. Hausmann and unanimously approved on a roll call vote.**

RECOMMENDATIONS (continued)

F. \*Greenhouse Grant Reduction Grant Program

approve the pre-application for the Greenhouse Gas Reduction grant program.

**Resolved by Mrs. Abramowitz, seconded by Mr. Hausmann and unanimously approved on a roll call vote.**

CLOSED SESSION

We need a motion to adjourn to closed session immediately after the Committee Meeting to discuss legal matters.

**FINANCE**

**Board Action:**

**EXPENDITURES**

post-approve expenditures in the amount of \$15,701.38 as set forth in Enclosure #11.

approve expenditures in the amount of \$89,276.72 as set forth in amended Enclosure #12.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**FINANCE (continued)**

**Board Action:**

**DISBURSEMENTS**

post-approve July end of month disbursements totaling \$91,363.28 having been audited and found correct and warrants issued therefore.

post-approve August disbursements totaling \$122,055.20 having been audited and found correct and warrants issued therefore.

post-approve August end of month disbursements totaling \$102,822.22 having been audited and found correct and warrants issued therefore.

approve September disbursements totaling \$136,761.44 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$117,028.84 from the General Account to Payroll Accounts to cover payroll expenditures for the month of July 2009.

post-approve the wire transfer of funds in the amount of \$118,495.09 from the General Account to Payroll Accounts to cover payroll expenditures for the month of August 2009.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**DISTRICT TAXES**

adopt Resolution No. 1 requesting \$730,000.00 in District Taxes for Current Expenses and \$38,000.00 for Debt Service for the month of September 2009.

adopt Resolution No. 2 requesting \$730,000.00 in District Taxes for Current Expenses and \$38,000.00 for Debt Service for the month of October 2009.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**FINANCE:**

**Board Action:** (Continued)

**TRANSFERS/CERTIFICATION OF BUDGETARY STATUS**

authorize the Business Administrator/Board Secretary to make the appropriation transfers and transfers from unreserved balance as per attachments A, B & C in the General Fund of the 2008-2009 budget to cover deficit line items.

after review of the Secretary’s monthly financial reports and upon consultation with the appropriate district officials, the members of the Board to the best of their knowledge have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

authorize the Business Administrator/Board Secretary to make the following appropriation transfers with the Current Expense account of the 2009-2010 budget to cover deficit line items:

**FINANCE:**

**Board Action:** (Continued)

	<b>From</b>		<b>To</b>
July:			
\$8,507.65	11-000-261-800-000	\$8,507.00	11-000-261-590-000
	Maint. Purchas. Serv.		Maint. Purchas. Serv.
\$95.92	11-000-230-895-895	\$95.92	11-000-230-630-000
	Gen Adm. CSA Exp.		Gen Adm. CSA Supp
\$3,000.00	11-000-262-490-000	\$1,300.00	11-190-100-610-013
	Water		Gen Supp-Phys Ed
\$2,818.00	11-000-262-520-000	\$648.00	11-000-211-105-115
	Insurance		Attendance Secy
		\$550.00	11-000-217-600-000
			Extraord Supplies
		\$451.00	11-000-230-339-303
			Risk Manager
		\$1,369.00	11-000-261-100-000
			B&G Maint. Salary
		\$1,500.00	11-000-261-424-000
			Vehicle Exp.

<b>FINANCE: Board Action: (Continued)</b>			
	<b>From</b>		<b>To</b>
August:			
\$6,457.00	11-204-100-101-000	\$473.00	11-000-216-610-000
	K-2 LLD Teacher		Speech, Gen'l Suppl
\$16,893.00	11-000-218-104-000	\$5,190.00	11-000-217-320-001
	Other Sal-Guidance		Extraordinary Svs
		\$3,740.00	11-000-217-320-002
			Extraordinary Svs
		\$2,390.00	11-000-217-320-003
			Extraordinary Svs
		\$5,100.00	11-000-222-100-106
			Library AV Aide
		\$2,450.00	11-204-100-106-000
			K-2 LLD Aide
		\$68.00	11-204-100-106-001
			2-5 LLD Aide
		\$1,100.00	11-204-100-106-002
			5-8 LLD Aide
		\$589.00	11-204-100-106-010
			K-2 LLD Aide
		\$2,250.00	11-213-100-006-000
			Res. Ctr. Aide
September:			
\$1,330.00	11-000-262-610-000	\$285.00	11-000-261-290-000
	O/P Supplies		Maint. Other Employee Benefits
		\$1,045.00	11-000-262-290-000
			Oper. Other

			Employee Benefits

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**IDEA & IDEA ARRA FUNDS**

approve the application for IDEA and IDEA ARRA funds as follows:

IDEA (2009-2010)

Basic: \$164,686 (Non-public \$26,603)

Preschool: \$7,986 (Non-public \$1,996)

IDEA- ARRA (July 1, 2009- Aug. 31, 2011)

Basic: \$166,948 (Non-public \$29,711)

Preschool: \$6,044 (Non-public \$1,511)

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**WORKSHOP**

approve the attendance of Mark Meyers at a NJ School Building and Grounds Association Compliance Workshop on Friday, 10/16/09 at the Quality Inn in Somerset, NJ, at a cost of mileage only.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**NJSBA CODE OF ETHICS**

approve the New Jersey Board Member Code of Ethics which declares principles proven over the years as the best guide for service on a local Board of Education as per Enclosure # 13.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**FINANCE:**

**Board Action:** (Continued)

**NURSING SERVICES TO  
NON-PUBLIC SCHOOL**

accept the funds in the amount of \$14,436.00 for Chapter 226 Nursing Services for the 2009-10 school year from the New Jersey Department of Education.

authorize the Business Administrator/Board Secretary to enter into agreement with the Bergen County Dept. of Health to provide supervision of nursing services at a cost of \$2,355.58 (which includes a Bergen County administrative fee of \$433.08), a Board administrative fee of \$433.08, and to Sandra Horvat and Heather Squires to provide nursing services to the non-public school in the district for the 2009-10 school year at a shared cost of \$11,647.34 effective 7/31/09 as set forth in Enclosure # 14.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**NJ NON-PUBLIC TEXTBOOK AID**

accept funds in the amount of \$12,174.00 for the non-public Textbook Aid for the 2009-10 school year from the NJ Department of Education effective 7/31/09.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**\*PROFESSIONAL SERVICES**

adopt Resolution No. 3 approving the appointment of professionals for the 2009-10 school year.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**\*LEGAL SERVICES**

approve the 2009-2010 legal services of Mr. Robert Tosti at his new firm: Law Offices of Brian Cige.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**FINANCE:**

**Board Action: (Continued)**

**\*CHO DAE CHURCH LEASE**

approve the renewal of the rental agreement lease for the 2009-2010 school year at the previously approved rate for up to 8 classrooms plus the common areas or at a rate of \$60,000.00 for the existing areas plus three additional classrooms. Enclosure # 15 is attached, a letter from Rev. Kyusam Han regarding the progress on their current building project.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**\*NJ NON-PUBLIC CHAPTER 192/193 SERVICES**

effective 7/31/09, accept a funding budget in the amount of \$74,966 for the 2009-10 school year.

effective 9/30/09, accept a revised funding budget in the amount of \$91,707 for the 2009-10 school year.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**\*PARTICIPATION IN E-RATE**

approve the participation of the Norwood Board of Education in the 2-year E-rate program provided by E-rate Partners which provides discounts on telecommunication services purchased by the school district at a cost of \$2,000 per year as per Enclosure #16.

**Resolved by Mr. Ross, seconded by Mrs. Abramowitz and unanimously approved on a roll call vote.**

**Discussion:**

**Board expressed dismay about the size of the PIE tuition increase over what had been forecast for this year. A discussion about regionalization issues ensued.**

**BUILDING AND GROUNDS**

**BUILDING USE INFORMATION**

**2009-2010**

- use of Room #37 for the purpose of Girl Scout Troop #1056 meetings, 2 Wednesdays per month, from 3-4.
- use of Room #29 for the purpose of Brownie Troop # 596 meetings, 2 Mondays per month, from 3-4.
- use of the Lunchroom for the purpose of the Korean Parents Support Committee, the third Thursday of the month from 8:45-11:15AM.
- use of the Lunchroom for the purpose of Class of 2010 Parent meeting on Wednesday, 10/17, from 6:30-7.
- use of the Lunchroom for the purpose of PTO meetings from 10-11AM on the following dates: 10/14, 12/9, 2/10, 4/7 & 6/9.
- use of the Library for the purpose of PTO meetings from 8-10PM on the following dates: 9/16, 11/11, 1/13 & 3/10.
- use of the Library for the purpose of PTO New Parent Meet & Greet on 9/16 from 7-8PM.
- use of the Library for the purpose of PTO Class Parent meeting on 9/29 from 7:30-9PM.
- use of the Library on 9/22 and APR on 1/12/10 for the purpose of PTO After School Program Registration from 6:30-9PM.
- use of Room #6 for the purpose of Daisy Troop # 1198 meetings one Friday per month, from 3-4:30.
- use of Room #105 for the purpose of Girl Scout Troop #1179 meetings, 2 Mondays per month, from 3-4.
- use of Room #13 for the purpose of Daisy Troop #13 meetings, 2 Fridays per month, from 3-5.
- use of Room #33 for the purpose of Brownie Troop #1047 meetings, 2 Wednesdays per month, from 3-4.
- use of the school field by the Chodae Community Church for the purpose of flag football game on Saturday, 9/19/09 from 12:00-3:00.

**NEW BUSINESS**

**OLD BUSINESS**

**Building & Grounds - Project close will be discussed next month**

**PUBLIC PARTICIPATION**

**On a motion by Mrs. Abramowitz, seconded by Dr. Cohen the meeting opened to the public at 8:40 PM.**

- **Marianne Orrecchio asked whether there had been any resolution of the library issue.**
- **Dr. Cohen reported on a meeting with Mayor and Councilperson Mr. Scott to discuss the matter. It is hoped that the issue may be resolved by the next meeting.**
- **Mr. Ross added that it had been reported that teachers are parking in designated spaces at the library. Dr. Feifer will remind teachers about it.**
- **Mrs. Minch also commented on the use of library parking spaces by parents.**
- **The issue of parking decals for staff cars was also discussed.**

**On a motion by Mrs. Abramowitz, seconded by Mr. Ross the meeting closed to the public at 8:55 PM**

**MEETING ADJOURNED**

**Moved by Mrs. Abramowitz, seconded by Mr. Ross to adjourn to a Closed Session at 8:55 PM in accordance with Section 8 of the Open Public Meeting Act, Chapter 231, P.L./the Board has the authority to adjourn to closed session for the purpose of discussing Negotiation and Legal/Contractual matters. Said matters will be made public upon their disposition.**

**Respectfully submitted,**

**Joan Dunn  
Interim Business Administrator**

