

NORWOOD PUBLIC SCHOOL
NORWOOD, NEW JERSEY



MINUTES
BOARD OF EDUCATION
MONDAY, September 26, 2011

PUBLIC MEETING – REGULAR PUBLIC MEETING
8:00 PM

MEMBERS OF THE BOARD

Mr. Mathew Ross, President
Mr. Michael Sprague, Vice President
Mr. Edward Cammarata, Trustee
Ms. Kumhwa Kim, Trustee
Ms. Elizabeth Krapels, Trustee
Mr. Joel Rubin, Trustee
Mr. William Snyder, Trustee

Mr. Brian P. Gatens, Chief School Administrator
Ms. Joannette Femia, School Business Administrator

CALL TO ORDER:

Time: 8:00PM

The meeting was called to order by President Ross at 8:00PM

FLAG SALUTE:

Mr. Gatens led the flag salute

ROLL CALL:

	PRESENT	ABSENT	ARRIVAL/DEPARTURE TIME
Mr. Mathew Ross, President	√		
Mr. Michael Sprague, Vice President	√		
Mr. Edward Cammarata, Trustee	√		
Ms. Kumhwa Kim, Trustee	√		
Ms. Elizabeth Krapels, Trustee	√		
Mr. Joel Rubin, Trustee	√		
Mr. William Snyder, Trustee	√		

Also Present, Mr. Brian Gatens, Chief School Administrator, Mrs. Joannette Femia, School Business Administrator and one member from the community.

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 Press Journal 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.

I. Discussion of Correspondence**MEETING CALENDAR**

Date	TIME	PLACE	PURPOSE
October 17, 2011			
Public Meeting	8:00 PM	School Library	Work Session

PRESIDENT'S STATEMENT: none

CHIEF SCHOOL ADMINISTRATOR'S REPORT:

Back to School nights were well attended and went well.
 Discussed staff meeting, focused on the work of Todd Whitaker.
 Discussed survey sent to the staff in regard to Administrative support.
 Sports are underway.

STUDENT COUNCIL REPORT: None

PRESENTATION(S): None

CORRESPONDENCE: None

OTHER:

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

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

8/15/11 Regular Meeting
 8/15/11 Executive Session
 9/12/11 Work Session Meeting
 9/12/11 Executive Session

Moved by: Mr. Sprague
 Seconded by: Mr. Rubin
 Vote: All in Favor

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 item “A1-A8”

Moved by: Mr. Sprague
 Seconded by: Mrs. Kim
 Vote: All in Favor

BOARD MEMBER	AYE	NAY	OBSTAINED
Mr. Mathew Ross, President	√		
Mr. Michael Sprague, Vice President	√		
Mr. Edward Cammarata, Trustee	√		
Ms. Kumhwa Kim, Trustee	√		
Ms. Elizabeth Krapels, Trustee	√		
Mr. Joel Rubin, Trustee	√		
Mr. William Snyder, Trustee	√		

A1. Lunch Duty Personnel

approve the following Lunch Duty personnel for the 2011-2012 School Year:

- Amy Walsh
- John Kline
- Paul D'Errico
- Seth Links
- Lauren DiChiario
- Chelsea Kritzer
- Jordan Henshaw
- Vito DeLaura
- Marijean O'Donnell
- Leigh Bomzer

A2. Memorandum of Agreement (Enclosure No. 1)

approve the Uniform State Memorandum of Agreement between Education and Law Enforcement officials. This agreement was signed by Mr. Gatens and Chief Krapels on August 25, 2011.

A3. Workshops/Conferences

approve the following workshops/conferences:

Name: Anna Froeder, RN

Course: Bloodborne Pathogens Training, 2011

Location: Paramus, NJ

Date: Sept. 23, 2011

Institution: Bergen County Dept. of Health

Cost: \$27.48

Name: Sonali Gurjur, Counselor 5-8

Course: Dist. Anti-Bullying Coordinator Role

Location: East Hanover, NJ

Date: Sept. 21, 2011

Institution: NJ Department of Education

Cost: \$20.96

Name: Mr. Gatens, Superintendent/Principal

Course: “Policy and Implementation of the New School Crisis Prevention Plan”

Location: Wood-Ridge, NJ

Date: Sept. 27, 2011

Institution: NJ Department of Education

Cost: \$0.00

A4. Summer Employment

approve the additional 1.5 days of summer employment for Susan Sullivan.

A5. Child Study Team

approve the following services:

1. Paula Slagle to provide Orton services to a Demarest student attending the Region III TIP program 3x/week at \$45 per 45 minute session. Demarest will reimburse the District for this service.
2. Transportation for student #745 to and from the Closter preschool program
3. Valley program placement for student # 105 at a cost of \$69,624.00 for tuition.

A6. Superintendent/Principal Performance Plan (Enclosure # 2)

approve the Superintendent/Principal Performance Plan set forth under the guidelines of Executive County Superintendent’s Office.

- A7. Student Teacher Placement**
 approve the following student teacher placement for
 Name: Kathleen Pardo
 School: Dominican College
 Placement: 4-6th grade, General Education
 Dates: Oct. 31-Dec. 23, 2011

- A8. Concussion Management, Regular file code: 5141.23**
 approve the first reading of Regulation: 5141.23, Concussion Management as per Enclosure #5.

III. CURRICULUM COMMITTEE

BE IT RESOLVED, pursuant to the recommendation of the Chief School Administrator, the Curriculum Committee recommends the following resolution(s)

Motion to approve Finance items “C1 to C4”

* Denotes addendum since previous work session

Moved by: Mr. Sprague
 Seconded by: Mr. Rubin
 Vote: All in Favor

BOARD MEMBER	AYE	NAY	OBSTAINED
Mr. Mathew Ross, President	√		
Mr. Michael Sprague, Vice President	√		
Mr. Edward Cammarata, Trustee	√		
Ms. Kumhwa Kim, Trustee	√		
Ms. Elizabeth Krapels, Trustee	√		
Mr. Joel Rubin, Trustee	√		
Mr. William Snyder, Trustee	√		

C1. Bilingual/ESL Three-Year Program Plan

approve the Bilingual/ESL Three-Year Program Plan, School Years 2011-2014 and approve the Statement of Assurances (N.J.S.A. 18A:35-15 to 26 and N.J.A.C. 6A:15)

1. The bilingual and/or ESL program will be operating in compliance with New Jersey statutes and regulations.
2. A bilingual parent advisory committee should be established in the district implementing a bilingual program.
3. The parents/guardians of limited English proficient students will be notified in their native language of their rights to determine their child’s participation in or exit from the program in accordance with New Jersey regulations.
4. District staff will receive training in strategies to meet the needs of limited English proficient students.

C2. Course Approval

Staff member: Lauren DiChiaro, K-D
 Course Title: Designing Curriculum, Instruction, and Assessment
 Credits: Three
 Institution: Walden University
 Dates: Fall/2011

C3. TAG Outreach Programs

Approve the following schedule of Outreach Events for our Talented and Gifted Program, as budgeted:

Activity	Month	Grades	Cost to District
Bergen Brain Busters Consortium	October, 2011	7-8 th grade TAG	\$285.00
Dare to Fly Convocation	October, 2011	3, 4, and 5 th grade TAG	\$200.00
Invengineering Expo	November, 2011	5-6 th grade TAG	\$572.00 bus \$2350.00 Expo reg. fee
Evolution Earth Convocation	January, 2012	5-6 th grade TAG	\$354.00
Activity	Month	Grades	Cost to District
Meadowlands Crime Scene Investigation Forensics Convocation	March, 2012	6 th grade TAG	\$300.00
Bergen County Consortium for Teachers of the Gifted Convocation	March, 2012	5-6, 7 th grade TAG	\$354.00
Bergen Brain Busters Finals	May/June, 2012	7-8 th grade TAG	\$354.00
Battle of the Books	May/June, 2012	4-5thgrade TAG	\$150.00
Blokus Problemsolving Convocation	May/June, 2012	7-8 th grade TAG	\$125.00

C4. Field Trips

approve the following field trips for 2011-2012 School Year. Note-this general approval meets State reporting requirements specific information regarding cost and destination will follow.

- Music Program, “The Phantom of the Opera”, Broadway, Majestic Theatre, NYC
- Kindergarten, Van Saun Park
- Grade 4, IMAX Movie (Palisades Center or Liberty Science)
- 5th Grade, Statue of Liberty and Ellis Island
- Grade 7, Philadelphia, PA
- Grade 6, NJ School of Conservation (Stokes State Forest)
- Grade 8, Washington, DC
- Kindergarten, Norwood Fire House

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 F10”

Moved by: Mr. Sprague

Seconded by: Mr. Rubin

Vote All in Favor

BOARD MEMBER	AYE	NAY	OBSTAINED
Mr. Mathew Ross, President	√		
Mr. Michael Sprague, Vice President	√		
Mr. Edward Cammarata, Trustee	√		
Ms. Kumhwa Kim, Trustee	√		
Ms. Elizabeth Krapels, Trustee	√		
Mr. Joel Rubin, Trustee	√		
Mr. William Snyder, Trustee	√		

F1. Disbursements

post-approve July 31, 2011 disbursements totaling \$51,646.32 having been audited and found correct and warrants issued therefore.

post-approve July end of month disbursements totaling \$180,350.53 having been audited and found correct and warrants issued therefore.

post-approve August 31, 2011 disbursements totaling \$220,657.3 having been audited and found correct and warrants issued therefore.

post-approve August end of month disbursements totaling \$291,704.81 having been audited and found correct and warrants issued therefore.

approve September 26, 2011 disbursements totaling \$182,734.73 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$93,849.00 from the General Account to Payroll Accounts to cover payroll expenditures for the month of August 2011.

F2. Transfers/Certification of Budgetary Status (Enclosure No. 3)

authorize the Business Administrator/Board Secretary to make appropriation transfers with the Current Expense account of the 2011-2012 budget as of 8/31/11.

F3. Financial Reports

accept the Treasurer's and Secretary's Reports for the months of June, July & August 2011, pursuant to N.J.A.C. 6:20-2.13(e)*, we certify that as of September 30, 2011, 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. Student Insurance

approve Berkley Accident and Health as the voluntary Student Accident Program for the 2011-2012 school year.

F5. Donation

accept with gratitude the donation of \$4,500.00 from the Korean Parent Support Committee for the library carpet.

F6. SEMI Waiver 2011-2012

Approve the application for a waiver regarding the Special Education Medicaid Initiative (SEMI) as per N.J.A.C. 6A:23A-5.3(b), based on the 2011-2012 revenue projection statement which demonstrates that participation in SEMI would not prove a cost benefit.

F7. NJSBA Code of Ethics (Enclosure No. 6)

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.

F8. 2011-2012 Valley Supported Programs

approve Resolution 1 to participate in various programs administered by the Northern Valley Regional High School District for the 2011-2012 school year.

F9. BUILDING USE 2010-2011

approve the following building uses subject to the organization's meeting insurance coverage limitation:

- use of the cafeteria for the purpose of YMCA after school care from 9/6/11-6/30/12 from 2:50-6:00PM.
- use of the soccer field for the purpose of Norwood Soccer League on 8/30-9/2 from 9-12PM.
- use of the soccer field for the purpose of Norwood Soccer League games on Saturdays from 9/10/11-11/12/11 from 9AM-12PM.
- use of the cafeteria for the purpose of KPSC meetings from 9:30-11:30AM on the following dates: 9/15/11, 10/13/11, 11/17/11, 12/8/11, 1/12/12, 3/15/12, 5/17/12 & 6/12/12.
- use of a classroom for the purpose of GS troop #596 meetings from 3-4PM one Monday per month.
- use of a classroom for the purpose of GS troop #4164 meetings from 3-4PM one Friday per month.
- use of a classroom for the purpose of GS troop #1198 meetings from 3:15-4:15 one Friday per month.
- use of the library for the purpose of Holiday Boutique on 12/13-12/15 from 9-3, with set-up the evening of 12/12 and breakdown the morning of 12/16.
- use of the café for the purpose of Crossing Guard brunch on 12/20 from 8:30-11:30AM.
- use of the APR for the purpose of Lunar New Year Celebration on Monday, 1/23/12 from 8-11:40.
- use of a classroom for the purpose of Cub Scout Wolves meetings one afternoon per month from 3:30-4:30.
- use of the gym for the purpose of Norwood Recreation Basketball Program beginning 10/12/11 through March 31, 2012 on various weekdays from 5:30-9:30 and Saturdays from 8:15A-5:30PM.
- use of classrooms for the PTO Enrichment Program after school from 10/4-12/22.
- Use of school property for the purpose of PTO Walkathon on 10/21/11 from 8-11:30AM.

F10. Professional Services

approve Resolution 2 approving the appointment of professionals for the 2011-2012 school year.

New Business: None

Old Business: None

Public Participation

Moved by: Mr. Sprague

Seconded by: Mrs. Krapels

Time: 8:50 PM

Mrs. Minch questioned the concussion policy and should students return to school if they are not able to participate.

Closed to the Public

Moved by: Mr. Sprague

Seconded by: Mrs. Krapels

Time: 8:56 PM

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. Sprague

Seconded by: Mrs. Krapel

Time: 8:56 PM

Motion to adjourn the meeting from Executive Session

Moved by: Mr. Rubin

Seconded by: Mrs. Kim

Time: 9:50PM

Respectfully submitted,

Joanette Femia

Business Administrator/Board Secretary