

**NORWOOD BOARD OF EDUCATION
NORWOOD, NEW JERSEY 07648
Regular Meeting Minutes
February 28, 2011**

The Board of Education of the Borough of Norwood, County of Bergen, New Jersey met in Regular Session on February 28, 2011, in the Library in 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. Mr. Sprague announced that the Board will meet in executive session immediately following this session to discuss personnel and contractual matters.

Present at roll call were Mr. Sprague, Mrs. Kyung Kay Kim, Mr. Hausmann, Mrs. Krapels, Mr. Ross and Mr. Rubin. Also present were Dr. Feifer, Interim Superintendent, Mrs. Femia, Business Administrator and Mrs. Grossman, Interim Principal. Mrs. Kumhwa Kim was absent.

Motion to Approve the Minutes of:

January 25, 2011	Regular Meeting
January 25, 2011	Executive Session
February 7, 2011	Work Session
February 7, 2011	Executive Session

Moved by: Mr. Rubin
Seconded by: Mrs. Krapels
Vote: All in Favor

Discussion of Correspondence

- Letter from the Borough of Norwood regarding Meile Sanitation
- Reminder of Due Dates for BOE Candidates - 3/8/11

Principal's Report

Mrs. Grossman presented some of the details of her efforts to promote writing in Norwood. We heard presentations from Kindergarten teacher Ms. DiChiaro, first grade teacher Ms. Henshaw, 5th grade teacher Mrs. Puliatte, 8th grade teachers Mrs. McGee and Mrs. Sullivan, and TAG leader Mrs. Ricco. They all discussed how they incorporate writing into their classes and gave some examples of the excellent writings their students have produced. We also learned about the emphasis on writing during the recent staff development day with the entire faculty.

5th graders Julia Passante and Elizabeth McDermott presented the lesson that they had prepared in a unique program in which they mentor 3rd graders on writing, using different games and props to teach the younger students. Four talented 8th graders, Julian Haar, Kelsi Sprague, Caitlin Ubl, and Stephanie Vitellaro read projects they had prepared for the NJ Association for Gifted Children's poetry contest, entitled If I Were In Charge of the World.

Superintendent's Report

Dr. Feifer announced that Mrs. Puliatte is Norwood's nomination for NJ Teacher of the Year. Dr. Feifer updated the Board on the schedule of interviews for Supervisors & the Secretary.

RECOMMENDATIONS-ADMINISTRATIVE**Administrative****Board Action:**

Motion to approve Administrative items "A1 to A6"

Moved by: Mrs. Krapels

Seconded by: Mr. Rubin

Vote: All in Favor

A1. Revised Policy (Enclosure No. 2)

approve the first reading of Policy File Code 5111, *Enrollment and Admission of Resident and Non-Resident Students*. This policy incorporates the components of current Policies 5111 and 5118, and Regulation 5118. After approval of this revised policy, we can eliminate Policy and Regulation No. 5118.

A2. Permission to Discard Obsolete Equipment (Enclosure No. 3)

approve discarding the equipment listed on Enclosure No. 3.

A3 Substitute Teachers

approve the following substitute teachers for 2010-2011:

Victoria Faivre
Kelly O'Connor

approve Elizabeth Diomedes as a substitute teacher for the 2010-2011 school year at the appropriate rate of pay for a long term sub.

A4. Special Education Student (Enclosure No. 4)

approve the services for a special education student, as included in Enclosure No. 4.

A5. Field Trips

approve the following field trip:

Group: Grade 5
Destination: Statue of Liberty and Ellis Island
Cost per Pupil: \$25
Cost to the Board: \$0

approve a date change for the Grade 7 field trip to Philadelphia (approved in October).

A6. Translator

approve Susan Ban as a translator at a rate \$30.00 per hour.

INFORMATION - FINANCE

Important Dates

Monday, March 14 Work Session meeting
Monday, March 28 Public Hearing on Budget & Regular Meeting
Wednesday, April 27 Annual School Election
Monday, May 2 Reorganization Meeting

RECOMMENDATIONS - FINANCE

Motion to approve Finance items “F1 to F4”

Moved by: Mr. Ross

Seconded by: Mr. Rubin

Vote: All in Favor

F-1. Disbursements

post-approve January end of month disbursements totaling \$125,597.63 having been audited and found correct and warrants issued therefore.

approve February 28, 2011 disbursements totaling \$196,957.33 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$518,143.68 from the General Account to Payroll Accounts to cover payroll expenditures for the month of January 2011.

F-2. Transfers/Certification of Budgetary Status (Enclosure No. 5)

authorize the Business Administrator/Board Secretary to make appropriation transfers with the Current Expense account of the 2010-2011 budget as of January 31, 2011, as per Enclosure No. 5.

F-3. Financial Reports

accept the Treasurer’s and Secretary’s Reports for the month of January 2011, pursuant to N.J.A.C. 6:20-2.13(e)*, we certify that as of January 31, 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.

F-4. Donations

accept the donation of \$1,731.62 from the Norwood Runners Association to be used for the purchase of phys ed equipment as per Enclosure #8.

accept the PTO donation of 4 interactive whiteboards and 5 K-2 interactive whiteboard activities, valued at \$8,100.

77 inch SMART Board 680	SB680-R2-A69709
SMART Board 680	SB680-R2-A69289
SMART Board 680	SB680-R2-A69708
SMART Board 680	SB680-R2-A69288

Public Participation

Moved by: Mr. Ross

Seconded by: Mr. Rubin

Time: 8:55PM

A member of the public wanted to verify that three sections per grade level were in the budget.

Closed to the Public

Moved by: Mr. Ross

Seconded by: Mr. Rubin

Time: 8:56PM

Motion to approve Finance items "F5 to F6"

Moved by: Mr. Ross

Seconded by: Mrs. Krapels

Vote: All in Favor

F-5. Tentative Adoption of 2011-2012 Budget

approve and submit the 2011-12 preliminary budget to the County Superintendent as follows:

General Fund:	\$9,196,191.00
Special Revenue Fund:	\$240,379.00
Debt Service Fund:	\$507,902.00

which will require a tax levy of \$8,520,399.00 for General Fund and \$457,902.00 for Debt Service.

F-6 Computer Solutions, Inc.

authorize the Business Administrator/Board Secretary to enter into contract with Computer Solutions, Inc. for the 2011-2012 school year for the following services: Total Budgetary Accounting, GL, Budget Prep, Purchase Orders, Cash Receipts, Human Resources/Salary Negotiations/Payroll Position Control/Employee Benefits and HR Portal Document Imaging Interface at a yearly cost of \$6,000.00 and monthly support fee of \$510.00, start-up monthly support fee of \$205.00 will be charged for May and June 2011.

BUILDING USE INFORMATION**2010-2011**

- use of the Lunchroom for the purpose of Wolf Den #6 meeting on February 8, March 15, April 5 and May 3, 2011 from 6:30-8:00 p.m.
- use of the Library for Class of 2012 committee meeting on Monday, March 12, from 8-9:30PM.
- use of the APR for the purpose of tennis clinic registration on Thursday, March 17 from 7-8PM.

New Business:

- Mr. Ross commented that we need people to run for the Board of Education and encouraged the public to consider running
- Mr. Sprague commented that he would like to consider solar power for the District.
- Mr. Hausmann recommended a power purchase agreement and would be willing to share the information he has with the District.
- Mr. Sprague mentioned that he would like to see an after school science program.

Old Business:

- Mr. Rubin discussed the parking problem and how it improved when there was police presence.

Public Participation:

Moved by: 9:05

Seconded by: Mr. Ross

Time: Mrs. Krapels

Closed to the Public

Moved by: 9:10PM

Seconded by: Mr. Ross

Time: Mr. Rubin

Respectfully submitted,

Joanette Femia

Business Administrator/Board Secretary