

**NORWOOD BOARD OF EDUCATION  
NORWOOD, NEW JERSEY 07648  
Regular Meeting Minutes  
October 25, 2010**

The Board of Education of the Borough of Norwood, County of Bergen, New Jersey met in Regular Session on October 25, 2010, 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, Mr. Ross, Mr. Rubin, Mr. Hausmann, Mrs. Krapels, Mrs. Kumhwa Kim and Mrs. Kyung Kim. Also present were Dr. Feifer, Interim Superintendent, Mrs. Femia, Business Administrator and Mrs. Grossman, Interim Principal.

Motion to approve the meeting minutes of:

September 25, 2010 Regular Meeting  
September 25, 2010 Executive Session

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

**Discussion of Correspondence: None**

### **Reports**

#### **Technology Report**

Presentation given by Mrs. Barbara Migdalen and Mr. Chris Rzucidlo regarding the status of the school's technology program. The Board thanked them for their presentation. Dr. Feifer requested the Board approve the purchase orders for the server.

**Audit Report**

Mr. Gary Vinci of Lerch, Vinci & Higgins presented the Audit to the Board. They reviewed page 16 (Exhibit B-1) and discussed \$19,000.00 of surplus which is required to be used to offset the 2011-12 budget. Also reviewed was Budgetary Comparison Schedule Exhibit C-1, page 51. The Board thanked them for their presentation.

**Principal's Report**

Mrs. Grossman reported on the following:

2<sup>nd</sup> Back to School night a success

Poetry contest

8<sup>th</sup> Grade contest-students writing letters as to why they want to be her assistant.

Kindergarten classes walked to the Firehouse

8<sup>th</sup> graders visited NVOT, the Norwood students were complemented for their behavior.

Last Friday was the walkathon, it raised over \$10,000.00.

Mrs. Sullivan has begun an independent reading program (Scholastic).

Staff is working on interdisciplinary units.

American Education Week- sent flyer out

Mrs. Grossman expressed her pleasure to be here, and commented that the staff is wonderful!

**RECOMMENDATIONS**

**Administrative**

**Board Action:**

Motion to approve Administrative items "A1 to A7"

Moved by: Mrs. Krapels

Seconded by: Mr. Ross

Vote: All in Favor

**A1. Conferences**

approve the following conferences as recommended to the Chief School Administrator by the Principal:

Staff Member: Fran Orefice

Conference: Introduction to Intervention and Referral Services

Location: Paramus, NJ

Date: December 15, 2010

Cost to Board: 0

Staff Member: Debra Cicchetti

Conference: County Child Liaison Committee

Location: Paramus, NJ  
Date: October 29, 2010  
Cost to Board: 0

Staff Member: Michelle Rienas  
Conference: New Jersey Association of School Librarians  
Location: Long Branch, NJ  
Dates: December 3 and 4, 2010  
Cost to Board: Substitute - \$85, Transportation - \$25

Staff Member: Vito DeLaura  
Conference: Yearbook Advisors Meeting  
Location: Rockaway, NJ  
Date: October 7, 2010  
Cost to Board: Substitute - \$85

Staff Member: Debra Cicchetti  
Conference: Teasing and Bullying  
Location: Oradell, NJ  
Date: October 29, 2010  
Cost to Board: 0

Staff Member: Terry Sullivan  
Conference: Korean History Through Literature  
Location: New York, NY  
Date: November 2, 2010  
Cost to Board: Substitute - \$85, Transportation - \$20

Staff Member: Helena Murphy  
Conference: International Dyslexia Fall Conference  
Location: Somerset, NJ  
Date: October 22, 2010  
Cost to Board: Registration - \$187

- A2. **Substitutes**  
approve the following substitutes for 2010-2011:  
Naomi Blank  
Jennifer Kenny  
Mary Anne Shepard  
Rita Smith  
Leslie Stella-Sender  
Paula Tate  
Nicole Russini

- A3. **Aide Resignation**  
accept the resignation of Jayne Bird, effective October 25, 2010.

- A4. **Aide Hiring**  
approve the employment of Eileen Kruimer as an aide to replace Jayne Bird, seven hours per day at the rate of \$15 per hour. Ms. Kruimer will officially start on October 25, 2010 but will come in to “shadow” Ms. Bird for a maximum of two days.
- A5. **University of Michigan Study**  
approve the participation in the second and final year of the University of Michigan pupil survey, “Monitoring the Future.” The stipend will be the same as last year, \$500.
- A6. **Leave Request**  
approve a New Jersey and Federal Family Leave Act request for Tammy Romero on or about March 21, 2011 to on or about June 21, 2011.
- A7. **Special Education Students** (Enclosure No. 4)  
approve the services for special education students, as included in Enclosure No. 4.

**Curriculum & Instruction**

**Board Action:**

Motion to approve Staff and Curriculum items “C1”

Moved by: Mrs. Krapels

Seconded by: Mr. Rubin

Vote: All in Favor

C1. **Field Trips**

approve the following field trips:

Destination: Philadelphia, Pennsylvania

Classes: Grade 7

Cost/Pupil: \$83

Cost to the District: 0

Destination: NVOT - Vocal and Instrumental Performance

Classes: Grades 7 and 8

Cost/Pupil: 0

Cost to the District: 0

**FINANCE**

**Board Action:**

Motion to approve Staff and Curriculum items “F1-F9”

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

F-1 **Disbursements**

post-approve September end of month disbursements totaling \$208,320.20 having been audited and found correct and warrants issued therefore.

approve October 25, 2010 disbursements totaling \$310,646.45 having been audited and found correct and warrants issued therefore.

post-approve the wire transfer of funds in the amount of \$469,861.56 from the General Account to Payroll Accounts to cover payroll expenditures for the month of September 2010.

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

authorize the Business Administrator/Board Secretary to make the following appropriation transfers with the Current Expense account of the 2010-2011 budget as of 9/30/10 as per Enclosure No. 5.

F-3 **Financial Reports**

accept the Treasurer's and Secretary's Reports for the month of September 2010, pursuant to N.J.A.C. 6:20-2.13(e)\*, we certify that as of September 30, 2010, 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 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.

F-4 **SEMI Waiver 2010-2011**

approve the application for a waiver regarding the Special Education Medicaid Initiative (SEMI) as per N.J.A.C. 6A:23A-5.3(b)1, based on the 2010-2011 revenue projection statement which demonstrates that participation in SEMI would not prove a cost benefit.

F-5 **Comprehensive Maintenance Plan** (Enclosure No. 6)

approve the submission of the Comprehensive Maintenance Plan Report, Form M-1 and Checklist for the Evaluation of School Building as per Resolution No. 1 and Enclosure No. 6.

**FINANCE**

**Board Action: (Continued)**

F-6 **CAFR, Management Report & Audit Synopsis**

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, 2010 as detailed in Enclosure No 6.

- F-7 **Audit Recommendations & Corrective Action Plan** (Enclosure No. 7)  
approve/accept the Norwood Board of Education School Audit Recommendations and School Audit Corrective Action Plan for the Fiscal Year ending June 30, 2010 as detailed in Enclosure No. 7.
- F-8 **Sick Time Pay-Out**  
approve the sick time pay-out of \$2,000.00 to Jack Roth for unused, accumulated sick days as per contract between the Norwood Board of Education and Local No. 641 Merchandise Drivers.
- F-9 **Discard**  
approve discarding the items on Enclosure No. 8.

**BUILDING USE INFORMATION**  
**2010-2011**

- use of the gym and adjacent hallway, for the purpose of PTO Halloween Fundraiser, on Saturday, 10/30/10 from 2-10PM.
- use of the APR, for the purpose of building scenery for Halloween fundraiser, on various afternoons from 3-6PM.
- use of the field, for the purpose of PTO Walkathon, on Friday 10/22 from 8:30-11:30

**New Business: None**  
**Old Business: None**

**Public Participation**

Moved by: Mr. Rubin  
Seconded by: Mr. Ross

Time: 8:50PM

A staff member thanked Mrs. Grossman as well as Mrs. Migdalen and Mr. Rzucidlo for the technology report, they are a pleasure to work with.

Mrs. Karen Reed, part of the 8<sup>th</sup> grade committee, asked the Board to set a firm graduation date (snow days). Catering halls are at a premium in June and if they have to wait until March to book the hall, it would be har to book and they will pay a premium.

Discussion of calendar for 2011-2012 will consider building in snow days.

Discussion regarding dinner dance and graduation dates.

**Closed to the Public**

Moved by: Mr. Rubin

Seconded by: Mrs. Krapels

Time: 9:10PM

**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: 9:10PM

Motion to adjourn the meeting from Executive Session

Moved by: Mrs. Kyung Kim

Seconded by: Mrs. Krapels

Time: 9:30PM

Respectfully submitted,

Joanette Femia  
School Business Administrator