



Monday, March 20, 2023
MINUTES - Regular Meeting

6:30pm - Executive Session

7:00pm - Regular Meeting: In person

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MEMBERS OF THE BOARD

Mrs. Heather Garcia - President

Mrs. Kelly Wilson - Vice President

Mrs. Jennifer Eisberg - Trustee

Mrs. Juliana Lee - Trustee

Mrs. Jennifer Mendoza - Trustee

Mr. Sam Park- Trustee

Mr. Michael Sprague- Trustee

.

Mr. Kevin Ulmer, Chief School Administrator

Mr. James Tevis, Interim School Business Administrator

A. OPEN Public Meeting

Subject	1. OPEN PUBLIC MEETING ACT STATEMENT:
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	A. OPEN Public Meeting
Access	Public
Type	Procedural

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 & Suburbanite newspapers circulated in the District at least 48 hours prior to the time for this meeting.

Subject	2. PUBLIC MEETING ROLL CALL; TIME: 6:03pm
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	A. OPEN Public Meeting
Access	Public
Type	Procedural

BOARD MEMBER	PRESENT	ABSENT	ARRIVAL/DEPARTURE TIME
Mrs. Jennifer Eisberg, Trustee	X		
Mrs. Juliana Lee, Trustee	X		
Mrs. Jennifer Mendoza, Trustee	X		
Mr. Sam Park, Trustee	X		
Mr. Michael Sprague, Trustee	X		
Mrs. Kelly Wilson, Vice President	X		
Mrs. Heather Garcia, President	X		

Faculty & Community Members: In-person **-0-**

Others Present: Superintendent and Interim Business Administrator

B. Adjournment to Executive Session

Subject 1. Adjournment to Executive Session

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category B. Adjournment to Executive Session

Access Public

Type Action (Consent)

Moved by: J. Mendoza
Seconded by: K. Wilson
Time: 6:04pm

C. Adjournment from Executive Session

Subject 1. Adjournment from Executive Session

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category C. Adjournment from Executive Session

Access Private

Type Action (Consent)

Moved by: K. Wilson
Seconded by: J. Mendoza
Time: 6:28pm

Executive Content

An Executive Session Meeting of the Norwood Board of Education was called to order by **President Garcia**, on March 20, 2023, at 6:04pm.

The Board discussed the following:

- HIB Incident
- Personnel - SBA Search.

Motion to close was moved by K. Wilson, seconded by J. Mendoza at 6:28pm. Vote in favor was unanimous.

Respectfully submitted,

Mr. James Tevis
Interim Business Administrator/Board Secretary

Executive File Attachments

[Settlement Agreement & Release - J.Puliatte v. BOE et al \(Executed 03.07.2023\).pdf \(1,104 KB\)](#)

D. Public Session Meeting

Subject	1. CALL TO ORDER
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Procedural

Subject	2. OPEN PUBLIC MEETING ACT STATEMENT:
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Procedural

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 & Suburbanite newspapers circulated in the District at least 48 hours prior to the time for this meeting.

Subject 3. PUBLIC MEETING ROLL CALL; TIME: 6:35pm

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category D. Public Session Meeting

Access Public

Type Procedural

BOARD MEMBER	PRESENT	ABSENT	ARRIVAL/DEPARTURE TIME
Mrs. Jennifer Eisberg, Trustee	X		
Mrs. Juliana Lee, Trustee	X		
Mrs. Jennifer Mendoza, Trustee	X		
Mr. Sam Park, Trustee	X		
Mr. Michael Sprague, Trustee	X		
Mrs. Kelly Wilson, Vice President	X		
Mrs. Heather Garcia, President	X		

Faculty & Community Members: In-person -0-

Others Present: Superintendent, Interim Business Administrator, Technology Coordinator

Subject 4. FLAG SALUTE:

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category D. Public Session Meeting

Access Public

Type Procedural

Subject 5. DISCUSSION OF CORRESPONDENCE:

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category D. Public Session Meeting

Access Public

Type Discussion

Subject 6. INFORMATIONAL ATTACHMENTS
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category D. Public Session Meeting
Access Public
Type Information

March Enrollment Report

File Attachments
[March 2023 Enrollment.pdf \(69 KB\)](#)

Subject 7. SUPERINTENDENT'S REPORT: Mr. Ulmer
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category D. Public Session Meeting
Access Public
Type Information

2023-2024 Preliminary Budget Adoption Presentation

The interim business administrator and superintendent presented an overview of, as well as the initiatives contained within, the 2023-2024 preliminary budget on the agenda this evening for adoption and submission to the county superintendent of schools. The interim business administrator and superintendent then responded to proposed budget questions from the Board.

Subject 8. PRESIDENT'S STATEMENT:
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category D. Public Session Meeting
Access Public
Type Discussion

Subject 9. COMMITTEE REPORTS:
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category D. Public Session Meeting

Access Public

Type Reports

1) Curriculum: *Jennifer Mendoza, Juliana Lee.

2) Personnel & Negotiations: *Kelly Wilson, Jennifer Eisberg.

3) Buildings and Grounds: *Kelly Wilson, Juliana Lee.

4) Finance: *Heather Garcia, Jennifer Mendoza.

Board president Garcia reported that the 2023-2024 preliminary budget on this evening's agenda for approval was reviewed and discussed at the last meeting.

5) Policy: *Kelly Wilson, Jennifer Eisberg.

Trustee Wilson noted that a number of updated policies were reviewed at the last meeting.

6) Special Education: *Jennifer Mendoza, Michael Sprague.

E. Open Public Participation - On Agenda Items

Subject 1. Open Public Participation - "On Agenda" Items

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category E. Open Public Participation - On Agenda Items

Access Public

Type Action, Procedural

Public Participation Statement

- Each member of the public wishing to comment must state their Name and Address for the record
- Each public comment is limited to five (5) minutes
- Only members of the public physically present at the meeting will be heard.

NO PUBLIC PRESENT

F. Close Public Participation - On Agenda Items

Subject 1. Close Public Participation - "On Agenda" Items

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category F. Close Public Participation - On Agenda Items

Access Public

Type Action, Procedural

NO PUBLIC PRESENT

G. Approval of Minutes

Subject	1. *RESERVED* Approval of Minutes
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	G. Approval of Minutes
Access	Public
Type	Action, Minutes
Recommended Action	BE IT RESOLVED, that the Norwood Board of Education approves the minutes of the following meetings:

H. Administrative

Subject	1. Paraprofessional Professional Development
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

BE IT RESOLVED, upon recommendation of the Superintendent, retroactively approve at a per session rate of \$20.25 for professional development for paraprofessionals, effective September 6, 2022 through June 30, 2023.

Subject	2. Harassment, Intimidation, and Bullying (HIB)
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

BE IT RESOLVED, upon recommendation of the Superintendent, affirm the Superintendent's decision regarding Harassment, Intimidation and Bullying (HIB) incident NPS222302, reported to the Board in Executive Session at the February 28, 2023, meeting:

HIB Incident #NPS222302 - Affirm as confirmed-HIB.

Subject	3. Settlement Agreement - Docket #BER-L-005778-20
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

BE IT RESOLVED, by the Norwood Board of Education that the terms, stipulations and conditions as established in the Settlement Agreement and Release in the matter pending in the Superior Court of New Jersey, Law Division Bergen County, bearing Docket No. BER-L-005778-20, which is annexed to this Resolution, are hereby adopted and approved by the Norwood Board of Education. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the attached Settlement Agreement and Release and any other documents necessary to effect said Settlement Agreement and Release .

Executive File Attachments

[Settlement Agreement & Release - Docket# \[BER-L-005778-20\] 03.07.2023\).pdf \(1,104 KB\)](#)

Subject	4. ADMINISTRATIVE VOTE:
Meeting	Mar 20, 2023 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action
Recommended Action	BE IT RESOLVED, pursuant to the recommendation of the Chief School Administrator, that the Norwood Board of Education approves the following resolution(s):

Motion to approve Administrative Items: #1-3

Moved by: K. Wilson
Seconded by: J. Eisberg
Vote: Roll Call

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Jennifer Eisberg, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Mrs. Jennifer Mendoza, Trustee	X			
Mr. Sam Park, Trustee	X			
Mr. Michael Sprague, Trustee	X	#3		
Mrs. Kelly Wilson, Vice President	X			
Mrs. Heather Garcia, President	X			

I. Personnel

Subject 1. Unused Sick Days

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, that upon recommendation of the Superintendent, issue payment for unused sick days to the following personnel, in accordance with each individual's contractual agreement:

Item #	Name	Position	Sick Days	Total Payout
1	Anna Froeder	Nurse	44	\$2,640.00

Subject 2. Resignation

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, accept the resignation of Adam Michalowicz, paraprofessional, with a final date of employment on April 6, 2023.

Subject 3. PERSONNEL VOTE:

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

Recommended Action BE IT RESOLVED, pursuant to the recommendation of the Chief School Administrator, that the Personnel Committee recommends the approval of the following resolution(s):

Motion to approve Personnel Items: #1-2

Moved by: J. Eisberg

Seconded by: J. Mendoza

Vote: Roll Call

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Jennifer Eisberg, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Mrs. Jennifer Mendoza, Trustee	X			
Mr. Sam Park, Trustee	X			
Mr. Michael Sprague, Trustee	X			
Mrs. Kelly Wilson, Vice President	X			
Mrs. Heather Garcia, President	X			

J. Curriculum

Subject 1. Staff Workshop/Conference

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category J. Curriculum

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, retroactively approve the following workshop:

Name: Bonnie Malora

Workshop: The PSW Method of Identification of Specific Learning Disabilities

Location: Bethany Community Center, Washington Township, NJ

Date: 3/16/23

Cost: \$149.99 (Includes registration).

Subject 2. Course Approval

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category J. Curriculum

Access Public
Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve the following courses:

Name: Bianca Archetto
Course: Number and Operations in the Middle Grades
Credits: 3
Dates: Spring 2023
Institution: Montclair State University

Subject 3. Tutoring for At-Risk Students
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category J. Curriculum
Access Public
Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve the following staff members to serve as tutors for at-risk students up to 1.5 hours per week for a period of 10 weeks effective March 20, 2023 to June 2, 2023, at a rate of \$60.00 per hour not to exceed a total of \$900.00 per staff member; funded through ESSER Grant.

File Attachments
[NPS Tutoring 22-23.pdf \(23 KB\)](#)

Subject 4. CURRICULUM VOTE:
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category J. Curriculum
Access Public
Type Action

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

Motion to approve Personnel Items: #1-3

Moved by: J. Eisberg
Seconded by: J. Mendoza
Vote: Roll Call

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Jennifer Eisberg, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Mrs. Jennifer Mendoza, Trustee	X			
Mr. Sam Park, Trustee	X			
Mr. Michael Sprague, Trustee	X			
Mrs. Kelly Wilson, Vice President	X			
Mrs. Heather Garcia, President	X			

K. Finance

Subject 1. *RESERVED* Monthly Disbursements

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

Monthly Disbursements (Enclosure):

Subject 2. *RESERVED* Budget Transfers: 2022-2023

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

Monthly Budget Transfers (Enclosure):

BE IT RESOLVED, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, the Norwood Board of Education approves the attached budget appropriation transfer of funds for the 2023 school year, as of February 2023.

Subject 3. *RESERVED* Financial Reports: 2022-2023

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

Financial Reports (Enclosure):

BE IT RESOLVED, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, that the Norwood Board of Education accepts the Board Secretary and Treasurer Reports for the month of February 2023; and

BE IT FURTHER RESOLVED, that Pursuant to N.J.A.C. 6:20-2.13(e)*, we certify that as of February 28, 2023, after a review of the Board Secretary's monthly financial report (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge, no major account fund has been over expended in violation of N.J.A.C. 6:20-2.13(b)*; and

BE IT FURTHER RESOLVED, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Subject 4. 2023 Landscaping Contract
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category K. Finance
Access Public
Type

BE IT RESOLVED, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, the Norwood Board of Education approves the attached Agreement with LSI Services. for Grounds and Landscaping services (the lowest of three proposals received in response to our RFP), in the total amount of \$17,399.00.

File Attachments

[RFP Response \[LSI\] \(02.15.2023\) - Grounds & Landscaping_\[2023-2024\].pdf \(331 KB\)](#)

Subject 5. OOD Tuition Placement - Valley Program: 2022-2023
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category K. Finance
Access Public
Type Action

BE IT RESOLVED, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, the Norwood Board of Education post-approves, an Out-of-District placement with the Northern Valley High School - Valley Program, at an annual tuition amount of \$85,831.00 for special education student ID#**336095**, for the period March 14, 2023, through June 30, 2023, pro-rated to a total cost of \$28,044.06.

Subject 6. Parent Transportation Agreement For Reed Academy: 2022-2023

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

BE IT RESOLVED, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, the Norwood Board of Education post-approves a Parent Transportation Agreement between home and the Reed Academy, Oakland Campus, with the family of special education student #366005, for the period March 15, 2023 through June 30, 2023, in the total amount of \$2,475.90.

Subject 7. 2023-2024 Preliminary Budget Adoption

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action (Consent)

K:#7 3/20/23
TENTATIVE ADOPTION
OF 2023-2024 SCHOOL
BUDGET

Motion by Trustee
Seconded by Trustee

RESOLVED that the Norwood Board of Education, upon the recommendation of the Interim Business Administrator and Superintendent of Schools, approves the following preliminary 2023-2024 school budget:

PRELIMINARY ADOPTION OF THE 2023-2024 SCHOOL BUDGET
TO BE SUBMITTED TO THE COUNTY SUPERINTENDENT ON OR BEFORE MARCH 20, 2023

BE IT RESOLVED that the Norwood Board of Education adopts the preliminary 2023-2024 Budget for submission to the Executive County Superintendent of Schools for approval as follows:

<u>Expenditures</u>		<u>Revenues</u>	
General Current Expense	\$ 13,674,776	Budgeted Fund Balance	\$ 450,000
Capital Outlay	347,148	Withdrawal: Cap Reserve	230,580
Summer Programs	0	Withdrawal: Maint Reserve	80,650
Transfer to Charter	0	Local Tax Levy	11,474,762
		Tuition	88,000
		Misc. Revenue	174,522
		Capital Reserve Interest	8,500
		Transportation	0
		State Aid	1,514,910
		Semi/Medicaid	0

General Operating Budget	\$ 14,021,924	General Operating Budget	\$ 14,021,924
Special Revenue Fund	\$ 164,189	Special Revenue Fund	\$ 164,189
Debt Service	\$ 381,950	Debt Service State Aid	\$ 381,950
		Debt Service Levy	0
Total Expenditures	\$ 14,568,063	Total Revenue	\$ 14,568,063

BE IT FURTHER RESOLVED that this preliminary budget includes a local tax levy CAP waiver request in the amount of \$190,170 from 2021-2022 generated Banked CAP; and

BE IT FURTHER RESOLVED to acknowledge that the 2023-2024 budget as described above, results in a general fund tax levy of \$11,474,762 and a debt service fund tax levy of \$381,950, representing a total tax levy of \$11,856,712; and

BE IT FURTHER RESOLVED that the final 2023-2024 supporting documentation contains an itemization of certain expenditures required under administrative regulations; and

BE IT FURTHER RESOLVED that the 2022-2023 budget has current travel appropriations of \$4,000 with \$787 as current travel expenditures. The preliminary 2023-2024 budget contains an allowable maximum travel expenditure of \$2,000 and maximum regular business travel of \$1,000 per employee.

Subject 8. Use of Facility Requests

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action, Discussion

RESOLVED, that upon the recommendation of the interim business administrator and superintendent of schools, the Norwood Board of Education approves/post approves applications for the USE OF SCHOOL FACILITIES made by the following groups/organizations listed below, subject to the health and safety guidelines and terms set forth by the interim school business administrator and board attorney:

	GROUP/ORGANIZATION	USE/PURPOSE/ROOM	DATES/TIMES	FEE
1	Norwood Recreation	Summer Camp; GYM, fields, classrooms	July 2023, 9am-noon	None
2	Norwood PTO	Spring Book Fair; GYM	April 24 - April 27; all day	None
3	Norwood PTO	Guest speaker, LeDerick Horne; APR	April 20, 2023; 10:15-11:15am	None
4	Norwood PTO	Guest speaker; "Ways of the Lenape"; APR	April 10, 2023; 9-10:30am	None

BE IT FURTHER RESOLVED, that the Board reserves the right to schedule school activities at any time.

Subject 9. FINANCE VOTE:

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

Recommended Action BE IT RESOLVED, pursuant to the recommendation of the Chief School Administrator, that the Finance Committee recommends the approval of the following resolution(s):

Motion to approve Finance Items: #4- 8

Moved by: K. Wilson
Seconded by: S. Park
Vote: Roll Call

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Jennifer Eisberg, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Mrs. Jennifer Mendoza, Trustee	X			
Mr. Sam Park, Trustee	X			
Mr. Michael Sprague, Trustee	X			
Mrs. Kelly Wilson, Vice President	X			
Mrs. Heather Garcia, President	X			

L. New Business

Subject 1. New Business

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category L. New Business

Access Public

Type Discussion

M. Old Business

Subject 1. Old Business

Meeting Mar 20, 2023 - MINUTES - Regular Meeting

Category M. Old Business

Access Public

Type Discussion

N. Open to Public - Off Agenda Items

Subject 1. Open to Public "Off Agenda" Items
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category N. Open to Public - Off Agenda Items
Access Public
Type Procedural

Public Participation Statement

- Each member of the public wishing to comment must state their Name and Address for the record
- Each public comment is limited to five (5) minutes
- Only members of the public physically present at the meeting will be heard.

NO PUBLIC PRESENT

O. Close Public Participation - Off Agenda Items

Subject 1. Close Public Participation
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category O. Close Public Participation - Off Agenda Items
Access Public
Type Procedural

NO PUBLIC PRESENT

P. Adjournment to Executive Session - (If Needed)

Subject 1. Adjournment to Executive Session - (NOT Needed)
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category P. Adjournment to Executive Session - (If Needed)
Access Public
Type Action (Consent)

Q. Adjournment from Executive Session - (If Needed)

Subject 1. Adjournment from Executive Session - (NOT Needed)
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category Q. Adjournment from Executive Session - (If Needed)
Access Private
Type Action (Consent)

R. Meeting Adjournment

Subject 1. Meeting Adjournment
Meeting Mar 20, 2023 - MINUTES - Regular Meeting
Category R. Meeting Adjournment
Access Public
Type Procedural

Moved by: J. Mendoza
Seconded by: J. Eisberg
Time: 8:01pm

Respectfully submitted,



Mr. James Tevis
Interim Business Administrator/Board Secretary