



Tuesday, June 6, 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

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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 Jun 6, 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: 6:34pm

Meeting Jun 6, 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 School Business Administrator

B. Adjournment to Executive Session

Subject **1. Adjournment to Executive Session**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category B. Adjournment to Executive Session

Access Public

Type Action (Consent)

Moved by: H. Garcia
Seconded by: K. Wilson
Time: 6:34pm

C. Adjournment from Executive Session

Subject **1. Adjournment from Executive Session**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category C. Adjournment from Executive Session

Access Private

Type Action (Consent)

Moved by: K. Wilson
Seconded by: S. Park
Time: 7:08pm

Executive Content

An Executive Session Meeting of the Norwood Board of Education was called to order by President Garcia, on June 6, 2023, at 6:34pm.

The Board discussed the following:

- HIB incident #202306
- Personnel.

Motion to close was moved by K. Wilson, seconded by S. Park at 7:08pm. Vote in favor was unanimous.

Respectfully submitted,

Mr. James Tevis
Interim Business Administrator/Board Secretary

D. Public Session Meeting

| | |
|----------------|---|
| Subject | 1. CALL TO ORDER |
| Meeting | Jun 6, 2023 - MINUTES - Regular Meeting |
| Category | D. Public Session Meeting |
| Access | Public |
| Type | Procedural |

| | |
|----------------|--|
| Subject | 2. OPEN PUBLIC MEETING ACT STATEMENT: |
| Meeting | Jun 6, 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: 7:10pm

Meeting Jun 6, 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 -8-**Others Present:** Superintendent, Business Administrator, & Tech. Coordinator**Subject 4. FLAG SALUTE:**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category D. Public Session Meeting

Access Public

Type Procedural

Subject 5. DISCUSSION OF CORRESPONDENCE:

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category D. Public Session Meeting

Access Public

Type Discussion

Subject 6. INFORMATIONAL ATTACHMENTS

Meeting Jun 6, 2023 - MINUTES - Regular Meeting
Category D. Public Session Meeting
Access Public
Type Information

- June Enrollment Report

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

Subject 7. SUPERINTENDENT'S REPORT: Mr. Ulmer

Meeting Jun 6, 2023 - MINUTES - Regular Meeting
Category D. Public Session Meeting
Access Public
Type Information

The superintendent made the following announcements:

A parent orientation was held last Friday for our Incoming Kindergarten class and last night a parent orientation was held for parents of current fourth grade students who will be transitioning to our upper grade program next year. For any parents who missed the presentations the slide decks will be posted on our district website.

Sixth grade students participated in and won the Northern Valley Battle of the Books. Students read various novels and competed against peers from other districts to test their knowledge. Congratulations to all of our students who participated in the Battle of the Books and to our advisor Mrs. Rienas and "game day coach" Mrs. Prining.

Our eighth grade student field trip to Washington D.C. will run tomorrow through Friday. We wish our eighth graders a wonderful trip and encourage all of our students to represent our NPS the right way while on their trip to our nation's capital.

We have a number of upcoming events as we close out the last two weeks of the school year. Please make sure to check the event calendars on our website for more information. Two special events to make note of include our Pre-K - Grade 4th concerts which will take place tomorrow and our eighth grade graduation which will be held on June 15th at 5:00 p.m. at NVOT.

Our new Business Administrator, Cheryl Ambrose, spent a day with Mr. Tevis to begin the transition into her new role as our BA and Board Secretary. Cheryl will be visiting again before the end of June to ensure there is a smooth transition in the business office.

Subject **8. PRESIDENT'S STATEMENT:**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category D. Public Session Meeting

Access Public

Type Discussion

The board president read a statement recognizing and thanking each retiring teacher for their dedicated years of service to the Norwood Public School students.

Subject **9. COMMITTEE REPORTS:**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category D. Public Session Meeting

Access Public

Type Reports

1) Curriculum: *Jennifer Mendoza, Juliana Lee.

Trustee Mendoza reported that the committee met earlier this evening and discussed the following topics:

- STEMscopes Pilot Program
- K-4 Mystery Science Program
- Civic Education Requirement
- 7th & 8th Grade Electives
- Upcoming Professional Development Subjects.

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

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

4) Finance: *Heather Garcia, Jennifer Mendoza.

5) Policy: *Heather Garcia, Jennifer Eisberg.

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

E. Open Public Participation - On Agenda Items

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

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category E. Open Public Participation - On Agenda Items

Access Public

Type Action, Procedural

Moved by: K. Wilson

Seconded by: J. Mendoza

Time: 7:24pm

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.

None

F. Close Public Participation - On Agenda Items

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

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category F. Close Public Participation - On Agenda Items

Access Public

Type Action, Procedural

Moved by: K. Wilson

Seconded by: J. Mendoza

Time: 7:24pm

G. Approval of Minutes

Subject 1. Approval of Minutes

Meeting Jun 6, 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:

BE IT RESOLVED, that the Norwood Board of Education approves the minutes of the following meetings:

- **May 23, 2023 - Executive Session Meetings**
- **May 23, 2023 - Public Session Meeting.**

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 | | | |

File Attachments

[BOE Meeting Minutes \[Public\] - Final \(05.23.2023\).pdf \(1,871 KB\)](#)

Executive File Attachments

[BOE Meeting Minutes \[Executive\] - Draft \(05.23.2023\).pdf \(1,034 KB\)](#)

H. Administrative

Subject **1. Comprehensive Equity Plan Statement of Assurance (SOA) 23-24**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category H. Administrative

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve the Comprehensive Equity Plan Statement of Assurance for the upcoming 23-24 school year.

File Attachments

[Comprehensive Equity Plan SOA 23-24.pdf \(73 KB\)](#)

Subject **2. ARP Safe Return Plan 2023-2024**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category H. Administrative

Access Public

Type Action

BE IT RESOLVED, upon the recommendation of the Superintendent, approve the submission of the ARP Safe Return Plan for the 2023-2024 school year.

File Attachments

[ARP Safe Return Plan 23-24.pdf \(280 KB\)](#)

Subject 3. Policies and Regulations - First Reading

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category H. Administrative

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve the first reading of following policies and regulations:

Policies

0152 Board Officers
 3124 Employment Contract
 3437 Military Leave
 4159 Support Staff/Member School District Reporting Responsibilities
 5320 Immunization
 5330.04 Administering an Opioid Antidote
 7481 Unmanned Aircraft Systems
 8210 School Year
 8690 Monitoring Devices on School Vehicles
 9210 Parent Organizations
 9242 Use of Electronic Signatures
 9541 Student Teachers/ Interns

Regulations

1642 Earned Sick Leave Law
 5116 Education of Homeless Children
 5200 Attendance
 5420 Reporting Student Progress
 8320 Personnel Records

File Attachments

[P0152 Board Officers.pdf \(69 KB\)](#)
[P3124 Employment Contract.pdf \(47 KB\)](#)
[P3437 Military Leave.pdf \(56 KB\)](#)
[P4159 Support Staff Member School District Reporting Responsibilities.pdf \(48 KB\)](#)
[P5320 Immunization.pdf \(48 KB\)](#)
[P5330.04 Administering an Opioid Antidote.pdf \(72 KB\)](#)
[P7481 Unmanned Aircraft Systems.pdf \(51 KB\)](#)
[P8210 School Year.pdf \(49 KB\)](#)
[P8690 Monitoring Devices on School Vehicles.pdf \(48 KB\)](#)

[P9210 Parent Organizations.pdf \(46 KB\)](#)
[P9242 Use of Electronic Signatures.pdf \(55 KB\)](#)
[P9541 Student Teachers Interns.pdf \(47 KB\)](#)
[R1642 Earned Sick Leave Law.pdf \(125 KB\)](#)
[R5116 Education of Homeless Children.pdf \(84 KB\)](#)
[R5200 Attendance.pdf \(116 KB\)](#)
[R5420 Reporting Student Progress.pdf \(62 KB\)](#)
[R8320 Personnel Records.pdf \(84 KB\)](#)

Subject 4. ADMINISTRATIVE VOTE:

Meeting Jun 6, 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 Item: #1-3

Moved by: J. Eisberg

Seconded by: K. Wilson

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 | | | |

I. Personnel

Subject 1. Maternity Leave

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve a Maternity Leave for employee #0484, effective from September 11, 2023, through June 30th, 2024, using FMLA from September 11, 2023, through December 6, 2023, and unpaid leave from December 7, 2023 through June 30, 2024.

Subject 2. NEA Affiliated Staff Salaries

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, the Norwood Board of Education approves the salaries of the tenured and non-tenured NEA affiliated staff for the 2023-2024 school year, based on the salary guide, within the 2022-2025 NEA Contract Agreement, including longevity compensation and supermax for the total salary amount.

File Attachments
[23-24 Salaries .pdf \(50 KB\)](#)

Subject 3. School Secretary 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve Ann Hong as School Secretary, for the 2023-2024 school year, with an annual base salary of \$59,222.00 and longevity compensation of \$1,200.00, based off the 2022-2025 NEA Contract Agreement.

Subject 4. Custodial/Maintenance 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, the Norwood Board of Education employs the following maintenance/custodial staff for the 2023-2024 school year, based on the salaries contained within the Teamsters Local No. 641 Contract Agreement:

| Item # | Name | Base Salary | Longevity | Nigh Duty Stipend | Total Salary 2023-2024 |
|--------|--------------------|-------------|------------|-------------------|------------------------|
| 1 | John Castano | \$68,655.00 | \$1,450.00 | \$2,800.00 | \$72,905.00 |
| 2 | Veronica Marcelino | \$43,260.00 | \$0.00 | \$0.00 | \$43,260.00 |
| 3 | Brian Schryver | \$64,325.00 | \$1,450.00 | \$0.00 | \$65,775.00 |
| 4 | Robert Stritch | \$50,797.00 | \$700.00 | \$2,800.00 | \$54,297.00 |
| 5 | Robert Vasconez | \$44,825.00 | \$0.00 | \$2,800.00 | \$47,625.00 |

Subject 5. Part-Time Custodial/Maintenance 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, the Norwood Board of Education employs the following part-time custodial staff for the 2023-2024 school year, at an hourly rate of \$20.00 per hour, not to exceed 29 hours per week; not eligible for benefits.

| Item # | Name |
|--------|-----------------|
| 1 | Mike Cheringal |
| 2 | William Goodman |

Subject 6. Substitute Custodians 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve Dimitrios Ziropoulos as a substitute custodian, for the 2023-2024 school year, at a rate of \$20.00 per hour.

Subject 7. Lunch Aides 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, the Norwood Board of Education employs the following lunch aide staff for the 2023-2024 school year, at a salary rate of \$19.50 per hour, not to exceed 29 hours per week:

| Item # | Name |
|--------|--------------------------|
| 1 | Manju Bhanderi |
| 2 | Donna Ferraro |
| 3 | Karen Frigiola |
| 4 | Kimberly Haberman |
| 5 | Swarna Gowri Patnam |
| 6 | Maragret Prano |
| 7 | Jeanette Anthony Spruill |
| 8 | Vaso Ziropoulos |

Subject 8. Appointment: World Language Korean Teacher

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve Kyoungja Lyu, as a World Language K-8 Korean Teacher for the 2023-2024 school year, salary to be \$67,976.00 at BA+30 Step 9, pending background check.

Subject 9. PERSONNEL VOTE:

Meeting Jun 6, 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: #1-8

Moved by: J. Mendoza

Seconded by: K. Wilson

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 | #1 | | |
| Mrs. Kelly Wilson, Vice President | X | | | |
| Mrs. Heather Garcia, President | X | | #1 | |

J. Curriculum

Subject 1. Course Approval

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category J. Curriculum

Access Public

Type Action

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

Name: Laurie Zeltzer

Course: All Eyes on the IEP: Documenting and Goal Setting for Related Service Providers

Credits: 3

Dates: June 2023 - September 2023

Institution: Colorado State University Pueblo

Name: Amy Walsh

Course: Health, Wealth, and Fitness: A New Look

Credits: 3

Dates: June 2023 - November 2023

Institution: University of West Alabama

Subject 2. Field Trip Chaperones

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category J. Curriculum

Access Public

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, post-approve/approve the following field trip chaperones for the month of June:

| Grade | Location | Teacher | Volunteer Chaperones | Valley/TIP |
|-----------------------|----------------|---------|----------------------|-----------------------------------|
| 4 | Museum Village | | Adrienne Rinaldi | |
| 8 Graduation Practice | NVOT | | | Lyndsey Sullivan Maggie Atkins |

Subject 3. CURRICULUM VOTE:

Meeting Jun 6, 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 Curriculum Items: #1-2

Moved by: J. Mendoza

Seconded by: K. Wilson

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 Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public
Type Action

Monthly Disbursements (Enclosure):

BE IT RESOLVED, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, the Norwood Board of Education approves/post-approves the following 2022-2023 disbursements:

- 1) Post-approve **May 2023 Hand Checks**, in the amount of \$.
- 2) Post-approve **May 2023 Payroll related Wire Transfers**, in the amount of \$, from the General Bank Account to the Payroll Bank Accounts.
- 3) Approve **June 2023 Monthly Disbursements**, in the amount of \$.

Subject 2. [RESERVED] Budget Transfers: May 2023
Meeting Jun 6, 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 2022-2023 school year, as of May 31, 2023.

Subject 3. [RESERVED] Financial Reports: May 2023
Meeting Jun 6, 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 May 2023; and

BE IT FURTHER RESOLVED, that Pursuant to N.J.A.C. 6:20-2.13(e)*, we certify that as of May 31, 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. CSI Finance & Personnel Systems Agreement: 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type

BE IT RESOLVED, that upon the recommendation of the superintendent and interim school business administrator, the Norwood Board of Education approves the attached Agreement for Budget/Accounting and Personnel Software Systems with Computer Solutions Inc. (CSI), for the 2023-2024 school year, at the following total costs:

| | | |
|------------------------------------|---|----------------------|
| • Software Support - | = | \$--8,844.00 |
| • Data Backup - | = | <u>\$--2,340.00</u> |
| Total Amount not to exceed: | | \$ 11,184.00. |

Subject 5. Reed Academy - OOD Tuition Placement: 2023-2024

Meeting Jun 6, 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 approves an out-of-district placement with Reed Academy, Oakland Campus, for special education student SID #2670178877, for the period July 10, 2023 through June 30, 2024, at a per-diem rate of \$613.55 for a total tuition amount of \$128,845.50.

Subject 6. Reed Academy - Parent Transportation Agreement: 2023-2024

Meeting Jun 6, 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 approves a Parent Transportation Agreement between home and the Reed Academy, Oakland Campus, with the family of special education SID #2670178877, for the period July 10, 2023 through June 30, 2024, in the total amount of \$8,087.10.

Subject 7. BAYADA - Nursing Services Agreements: 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

BE IT RESOLVED, that upon the recommendation of the superintendent and interim school business administrator, the Norwood Board of Education approves the attached Agreements for Nursing Services with Bayada Home Health Care, for the 2023-2024 school year, as follows:

- Substitute Nursing Services - RN at \$65.00/hour | LPN at \$65.00/hour
- Student Nursing Services (SID #3678394887) - RN at \$65.00/hour | LPN at \$65.00/hour.

File Attachments

[Nursing Services Agreement \[2023-2024\] - Bayada • Student Nurse \(Final 06.02.2023\).pdf \(253 KB\)](#)

[Nursing Services Agreement \[2023-2024\] - Bayada • Sub Nurses \(Final 06.05.2023\).pdf \(290 KB\)](#)

Subject 8. AVEANNA - Nursing Services Agreement: 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

RESOLVED, that upon the recommendation of the superintendent and interim school business administrator, the Norwood Board of Education approves the attached Agreement for Nursing Services with Loving Care Agency, Inc. d/b/a AVEANNA Healthcare, for the 2023-2024 school year, at the following hourly rates stipulated within Schedule A of the Agreement:

- LPN Services \$ 70.00
- RN Services \$ 75.00
- Transport & Skilled Nurse Visits (First 2 hours at \$150.00, then regular hourly rate).

Subject 9. Homecare Therapies - Nursing & CST Staffing Svc's Agreement: 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

BE IT RESOLVED, that upon the recommendation of the superintendent and interim school business administrator, the Norwood Board of Education approves the attached Agreement for Substitute Nursing and CST Staffing Services with Homecare Therapies (d/b/a Horizon Healthcare Staffing), for the 2023-2024 school year, at the hourly rates stipulated beginning on page 4 of the Agreement.

File Attachments

[Nursing Services Agreement \[2023-2024\] - Homecare Therapies^HHS \(Draft 06.03.2023\).pdf \(572 KB\)](#)**Subject 10. ABA Services Contract (BCSSSD): ESY-2023**

Meeting Jun 6, 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 approves a Contract with the Bergen County Special Services School District (BCSSSD), for professional special education Discrete Trial ABA Services, during July 2023, at a total amount not to exceed \$5,400.00.

File Attachments

[ABA Services Contract \[ESY-2023\] - BCSSSD \(Final 05.25.2023\).pdf \(275 KB\)](#)**Subject 11. Lupardi's - Lawn Cutting/Maintenance Services: June-2023**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

WHEREAS, the Norwood Board of Education approved an Agreement for comprehensive Landscaping Services (resolution K.4, 03/20/2023), with LSI Services, Inc., for the period March 15, 2023 through December 15, 2023; and

WHEREAS, the Interim School Business Administrator was notified on or about May 25, 2023 that LSI Services had gone out of business leaving Norwood Public School without general lawn cutting/maintenance services; and

WHEREAS, the Interim School Business Administrator directed the B&G Director as follows:

- Solicit proposals for general lawn cutting/maintenance services for the period June 3, 2023 through June 30, 2023
- Revise and Advertise the initial RFP for comprehensive Landscaping Services for the period July 1, 2023 thru December, 2023.

BE IT THEREFORE RESOLVED, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, the Norwood Board of Education post-approves the lowest of three (3) solicited/received proposals, which was from Lupardi's Nursery Inc., for temporary general lawn cutting/maintenance services, during the period June 3, 2023 through June 30, 2023, for a cost of \$470.00 per service at a total amount not to exceed \$1,880.00.

File Attachments

[Proposal \[Lupardi's\] \(05.31.2023\) - Temporary Lawn Services \[June-2023\].pdf \(89 KB\)](#)

Subject 12. FY2023 Contract Bid Award – Door & Lock Replacements Project

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

WHEREAS, on May 31, 2023, the Norwood Board of Education ("Board") held a public bid opening for the award of a contract for Door and Lock Replacements at the Norwood Public School ("Project"); and

WHEREAS, the Board received three (3) bids which were opened at the public bid opening; and

WHEREAS, the lowest numerical bid was submitted by C&M Door Controls. Inc., 20 Markley Street, Port Reading NJ, 07064, in the total amount of \$235,400.00 which included a base bid amount of \$219,600.00 and \$15,800.00 for Add Alternate #2. The Total Bid also includes a \$10,000.00 general allowance to be used for unforeseen conditions and for other work the Board deems appropriate for this Project. All unused allowance money will be credited back to the Board at the conclusion of the Project; and

WHEREAS, the Board has determined C&M Door Controls. Inc. to be the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1, *et. seq.*, the Board hereby awards the contract for Door and Lock Replacements at the Norwood Public School to C&M Door Controls. Inc., in the total amount of \$235,400.00 which included a base bid amount of \$219,600.00 and \$15,800.00 for Add Alternate #2. The Total Bid also includes a general allowance of \$10,000.00 for the Project; and

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to return the bid securities to all but the three (3) lowest bidders, if requested; and

BE IT FURTHER RESOLVED, that the Board's Counsel is authorized to prepare the contract for the Project, forward same to C&M Door Controls. Inc., and to obtain all documentation required thereby; and

BE IT FURTHER RESOLVED, that upon receipt of the signed contract from C&M Door Controls. Inc., and the approval of the insurance information, performance and payment bonds, and other required documentation from C&M Door Controls. Inc., the Business Administrator is authorized to return the bid securities to the remaining bidders; and

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to execute the contract on behalf of the Board to C&M Door Controls. Inc., totaling \$235,400.00.

Subject 13. Facility Use Lease Agreement - SLC Summer Camp [2023]

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

BE IT RESOLVED, that upon the recommendation of the superintendent and interim school business administrator, the Norwood Board of Education approves the attached Agreement with Smarter Learning Center, Inc. for the Lease of Building Space and one Outdoor Field, for the period June 27, 2023 through August 5, 2023, at a total fee of \$20,000.00.

File Attachments

[SLC Summer Camp Lease Agreement \[2023\] - Draft \(06.02.2023\).pdf \(183 KB\)](#)

Subject 14. Dental Insurance Renewal: 2023-2024

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

BE IT RESOLVED, that upon the recommendation of the superintendent and interim school business administrator, the Norwood Board of Education approves the renewal of its Employee Dental Insurance Plan through Delta Dental, for the 2023-2024 school year, at a cost of \$115.10 per employee, per month.

Subject 15. Student Scholarship Awards: June 2023

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

BE IT RESOLVED, that upon the recommendation of the superintendent and interim school business administrator, the Norwood Board of Education approves the following 2023 Graduation Scholarship Awards:

| Award Name | | Annual Award |
|--------------------------|---------------|--------------|
| Rich Spirito Pride | Class of 2004 | \$ 50.00 |
| Going the Extra Mile | Class of 2006 | \$ 50.00 |
| Michael Timothy Sullivan | Class of 2009 | \$ 50.00 |
| Community Service | Class of 2010 | \$ 50.00 |
| John Kline | Class of 2014 | \$ 50.00 |
| Brian Leddy | Class of 2016 | \$ 50.00 |

Subject 16. Use of Facility Requests

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action, Discussion

BE IT 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 | PTO - | Back Fields/ Field Day | 6/13/23; school day | None |
| 2 | Norwood Rec.Soccer | Back Fields/Practice & Games for Kinder - 2nd Grade | 9/9/23-11/11/23; 9am-11:15am | None |
| 3 | PTO-Class of 2024 | Front Patio/Bake Sales | 6/9, 6/13, 6/16; 2:30-3:30 | None |

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

Subject 17. FINANCE VOTE:

Meeting Jun 6, 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: #1-16

Moved by: J. Mendoza

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 Jun 6, 2023 - MINUTES - Regular Meeting

Category L. New Business

Access Public

Type Discussion

1) Trustee Wilson congratulated President Garcia and Trustee Sprague for respectively receiving NJSBA & BCSBA certifications.

2) Trustee Sprague announced that he was recently elected to the BCSBA Board of Directors.

M. Old Business

Subject **1. Old Business**

Meeting Jun 6, 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 Jun 6, 2023 - MINUTES - Regular Meeting

Category N. Open to Public - Off Agenda Items

Access Public

Type Procedural

Moved by: K. Wilson
Seconded by: J. Eisberg
Time: 7:44pm

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.

Nicole Hill - NEA President:

- Provided clarification on the history of the Scholarship accounts.

O. Close Public Participation - Off Agenda Items

Subject **1. Close Public Participation**

Meeting Jun 6, 2023 - MINUTES - Regular Meeting

Category O. Close Public Participation - Off Agenda Items

Access Public

Type Procedural

Moved by: K. Wilson
Seconded by: S. Park
Time: 7:45pm

P. Adjournment to Executive Session - (NOT Needed)

Subject 1. Adjournment to Executive Session - (NOT Needed)
Meeting Jun 6, 2023 - MINUTES - Regular Meeting
Category P. Adjournment to Executive Session - (NOT Needed)
Access Public
Type Action (Consent)

Q. Adjournment from Executive Session - (NOT Needed)

Subject 1. Adjournment from Executive Session - (NOT Needed)
Meeting Jun 6, 2023 - MINUTES - Regular Meeting
Category Q. Adjournment from Executive Session - (NOT Needed)
Access Private
Type Action (Consent)

R. Meeting Adjournment

Subject 1. Meeting Adjournment
Meeting Jun 6, 2023 - MINUTES - Regular Meeting
Category R. Meeting Adjournment
Access Public
Type Action (Consent), Procedural

Moved by: K. Wilson
Seconded by: S. Park
Time: 7:45pm

Respectfully submitted,



Mr. James Tevis
Interim Business Administrator/Board Secretary