



**Tuesday, June 20, 2023**  
**MINUTES - Regular Meeting**

**6:30pm - Executive Session**

**7:00pm - Regular Meeting: In person**

**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**

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<b>Subject</b>	<b>1. OPEN PUBLIC MEETING ACT STATEMENT:</b>
Meeting	Jun 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.

<b>Subject</b>	<b>2. PUBLIC MEETING ROLL CALL; TIME: 6:34pm</b>
Meeting	Jun 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, School Business Administrator, & C. Rzuclido

## **B. Adjournment to Executive Session**

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**Subject**                **1. Adjournment to Executive Session**

Meeting                Jun 20, 2023 - MINUTES - Regular Meeting

Category                B. Adjournment to Executive Session

Access                   Public

Type                     Action (Consent)

Moved by: K. Wilson

Seconded by: J. Mendoza

Time: 6:35pm

## **C. Adjournment from Executive Session**

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**Subject**                **1. Adjournment from Executive Session**

Meeting                Jun 20, 2023 - MINUTES - Regular Meeting

Category                C. Adjournment from Executive Session

Access                   Private

Type                     Action (Consent)

Moved by: J. Mendoza

Seconded by: K. Wilson

Time: 6:59pm

Executive Content

An Executive Session Meeting of the Norwood Board of Education was called to order by President Garcia, on June 20, 2023, at 6:35pm.

The Board discussed the following:

- Personnel Items

Motion to close was moved by J. Mendoza, seconded by K. Wilson at 6:59pm. Vote in favor was unanimous.

Respectfully submitted,

Mr. James Tevis  
Interim Business Administrator/Board Secretary

## **D. Public Session Meeting**

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<b>Subject</b>	<b>1. CALL TO ORDER</b>
Meeting	Jun 20, 2023 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Procedural

<b>Subject</b>	<b>2. OPEN PUBLIC MEETING ACT STATEMENT:</b>
Meeting	Jun 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: 7:04pm**

Meeting                    Jun 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, School Business Administrator, & C. Rzucidlo

**Subject**                    **4. FLAG SALUTE:**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   D. Public Session Meeting

Access                    Public

Type                       Procedural

**Subject**                    **5. DISCUSSION OF CORRESPONDENCE:**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   D. Public Session Meeting

Access                    Public

Type                       Discussion

**J. Tevis read a thank you letter from T. Preolo to the BOE.**

**M. Sprague read a thank you letter from A. Griffith to the BOE.**

**Subject**                    **6. INFORMATIONAL ATTACHMENTS**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   D. Public Session Meeting

Access                    Public

Type                        Information

**Subject**                    **7. SUPERINTENDENT'S REPORT: Mr. Ulmer**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   D. Public Session Meeting

Access                    Public

Type                        Information

**Presentation of the 2022-2023 goals.**

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

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   D. Public Session Meeting

Access                    Public

Type                        Discussion

President Garcia;

- Congratulations to the Norwood Public School Graduating Students.
- The Superintendent's Evaluations have been completed.
- The Board will complete a self assessment.
- Thank you to Mr. Tevis and you will be missed.

**Subject**                    **9. COMMITTEE REPORTS:**

Meeting                    Jun 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.**  
Trustee Wilson stated that there are unfilled positions and strategies to retain current staff.
- 3) **Buildings and Grounds: \*Kelly Wilson, Juliana Lee.**
- 4) **Finance: \*Heather Garcia, Jennifer Mendoza.**  
President Garcia discussed the fund balance projection.
- 5) **Policy: \*Kelly Wilson, Jennifer Eisberg.**
- 6) **Special Education: \*Jennifer Mendoza, Michael Sprague.**

## **E. Open Public Participation - On Agenda Items**

**Subject** 1. Open Public Participation - NO PUBLIC PRESENT  
**Meeting** Jun 20, 2023 - MINUTES - Regular Meeting  
**Category** E. Open Public Participation - On Agenda Items  
**Access** Public  
**Type** Action, Procedural

## **F. Close Public Participation - On Agenda Items**

**Subject** 1. Close Public Participation - NO PUBLIC PRESENT  
**Meeting** Jun 20, 2023 - MINUTES - Regular Meeting  
**Category** F. Close Public Participation - On Agenda Items  
**Access** Public  
**Type** Action, Procedural

## **G. Approval of Minutes**

**Subject** 1. Approval of Minutes  
**Meeting** Jun 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:

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

- **June 06, 2023 - Executive Session Meetings**
- **June 06, 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 \[Public\] - Draft \(06.06.2023\).pdf \(1,780 KB\)](#)

Executive File Attachments

[BOE Meeting Minutes \[Executive\] - Draft \(06.06.2023\).pdf \(1,037 KB\)](#)

## H. Administrative

Subject **1. Fire and Security Drills**

Meeting Jun 20, 2023 - MINUTES - Regular Meeting

Category H. Administrative

Access Public

Type Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following fire and security drills for the month of June:

Security Drill - 6/12/2023  
Fire Drill - 6/15/2023

**Subject**                    **2. School Security Drill SOA**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   H. Administrative

Access                     Public

Type                        Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the School Security Drill Statement of Assurance for the 2022-2023 school year.

File Attachments  
[Security Drill SOA 22-23.pdf \(126 KB\)](#)

**Subject**                    **3. Testing and Reporting of Lead SOA**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   H. Administrative

Access                     Public

Type                        Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the Testing and Reporting of Lead in School Drinking Water Statement of Assurance for the 2022-2023 school year.

File Attachments  
[SOA for Testing and Reporting of Lead in School Drinking Water.pdf \(51 KB\)](#)

**Subject**                    **4. Policies and Regulations - Second Reading**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   H. Administrative

Access                     Public

Type                        Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the second 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 \(84 KB\)](#)

Executive Content

<b>Subject</b>	<b>5. Appointed Position 23-24</b>
Meeting	Jun 20, 2023 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following appointed positions for the 2023-2024 school year:

Position	Staff
Abused, Neglected, Missing and Homeless Children Liaison	Keri Regina
Affirmative Action Officer	Richard Scherer
District Anti-Bullying Coordinator	Richard Scherer
District Anti-Bullying Specialists	Patricia Kim & Melissa Kelly
District Testing Coordinator	Harold Abraham
School Safety Specialist	Harold Abraham
Section 504 Compliance Officer	Keri Regina

**Subject**                    **6. School Improvement Panel 23-24**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                    H. Administrative

Access                      Public

Type                         Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following staff for the School Improvement Panel (ScIP) for the 2023-2024 school year:

Richard Scherer
Harold Abraham
Tara Davis
Sarah Gillet
Erica Stearns
Gianvito DeCandia

**Subject**                    **7. School Safety Team 23-24**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                    H. Administrative

Access                      Public

Type                         Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following staff for the School Safety

Team (SST) for the 2023-2024 school year:

Richard Scherer
Harold Abraham
Melissa Kelly
Patricia Kim
Kerri Marano
Joan Luciano
Christie DeStefano
Parent Representative

**Subject**                      **8. School Threat Assessment Team 23-24**

Meeting                      Jun 20, 2023 - MINUTES - Regular Meeting

Category                      H. Administrative

Access                      Public

Type                      Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following staff for the School Threat Assessment Team for the 2023-2024 school year:

Richard Scherer
Harold Abraham
Keri Regina
Patricia Kim
Melissa Kelly
Catherine Stanzione
Sarah Gillet
Chief Krapels or Designee from Norwood Police Department

**Subject**                      **9. ADMINISTRATIVE VOTE:**

Meeting                      Jun 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 Item: #1-8; \*\* Table H.4. #8320 to July 25, 2023 \*\***

**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. Stipend Position

Meeting      Jun 20, 2023 - MINUTES - Regular Meeting

Category      I. Personnel

Access      Public

Type      Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, post approve the stipend position for the 2022-2023 school year.

Position	Amount	Staff Member
Spring Track/Field	\$1,675.00	Amy Walsh

### Subject      2. Longevity Adjustment

Meeting      Jun 20, 2023 - MINUTES - Regular Meeting

Category      I. Personnel

Access      Public

Type      Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the adjusted 22-23 longevity payment for

Brian Schryver from \$700.00 to \$1,450.00.

**Subject 3. Appointment - Finish Line Summer Staff**

Meeting Jun 20, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following personnel for the Finish Line Summer Program, for the period July 10, 2023 through July 27, 2023, funded through the ESSER III (Summer Learning) Grant:

Name	Hourly Rate	Maximum Hours	Maximum Salary Allowed
Bianca Archetto	\$52.69	42 hrs	\$2,212.98
Danielle Bond	\$52.21	42 hrs	\$2,192.82
Erika Gomez	\$61.42	42 hrs	\$2,579.64
Victoria Fitzpatrick	\$50.33	42 hrs	\$2,113.86
Mary Leocata	\$50.85	42 hrs	\$2,135.70
Keri Marano	\$43.62	42 hrs	\$1,832.04
Marijean O'Donnell	\$77.21	42 hrs	\$3,242.82

**Subject 4. Appointment - Substitute Paraprofessional ESY**

Meeting Jun 20, 2023 - MINUTES - Regular Meeting

Category I. Personnel

Access Public

Type Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Renata Unanue, as substitute paraprofessional for the Extended School Year Program, for the period July 3, 2023 through July 31, 2023, at an hourly rate of \$21.00, not to exceed 30 hours, funded through the ESSER III (ARP) Grant.

**Subject 5. Administrators 23-24**

Meeting Jun 20, 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 Administrators for the 2023-2024 school year; salaries to be in accordance with each individual's contractual agreement.

Name	Position	2023-2024 Salary
Harold Abraham	Principal	\$131,325.00
Keri Regina	Director of Special Education	\$125,794.00
Richard Scherer	Principal	\$131,325.00
Kevin Ulmer	Superintendent	\$182,070.00

**Subject                    6. Stipend Position**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                    I. Personnel

Access                    Public

Type                    Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the stipend position for the 2023-2024 school year.

Position	Amount	Staff Member
Supervisor of Pre-K Program	\$2,500.00	Keri Regina

**Subject                    7. Unaffiliated Staff Members 23-24**

Meeting                    Jun 20, 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 unaffiliated staff for the 2023-2024 school year; salaries to be in accordance with each individual's contractual agreement.

Name	Position	2023-2024 Salary
Jacqueline DeBlock	Confidential Secretary to Principal	\$49,440.00
Kristen DeSanctis	Confidential Secretary to Principal	\$49,440.00
Marilyn Murphy	Payroll Bookkeeper and Benefits Coordinator	\$54,075.00
Mark Meyers	Supervisor of Buildings and Ground	\$96,456.00
Christopher Rzucidlo	Technology Coordinator	\$73,975.00
Susan Sullivan	Confidential Secretary to the Business Administrator	\$64,710.00
Linda Weissenborn	Child Study Team Secretary	\$49,440.00
Christina Zois	Confidential Secretary to the Superintendent	\$56,650.00

**Subject                    8. Resignation: Paraprofessional**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                    I. Personnel

Access                    Public

Type                    Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, accept the resignation of Deniz Bas, paraprofessional, with a final date of employment on June 21, 2023.

**Subject                    9. Appointment - Elementary Teacher**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                    I. Personnel

Access                    Public

Type                    Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Jacqueline Fales, as an Elementary Teacher for the 2023-2024 school year, salary to be \$61,551.00 at MA Step 2, pending background check.

**Subject                    10. PERSONNEL VOTE:**

Meeting Jun 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: #1-9

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	#6		
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. Workshop/Conferences

Meeting Jun 20, 2023 - MINUTES - Regular Meeting

Category J. Curriculum

Access Public

Type Action

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

Name: Lauren Rondinelli

Workshop: Let's Take a Deeper Dive into Morphology

Location: Fairleigh Dickinson University, New Jersey (Remote)

Date: 6/28/23

Cost: \$75.00

Name: Lauren Rondinelli

Workshop: Using Decodable Text for More Than Just Phonics

Location: Fairleigh Dickinson University, New Jersey (Remote)

Date: 7/27/23

Cost: \$60.00



**Subject 2. CURRICULUM VOTE:**

Meeting Jun 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 Curriculum Items: #1****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**

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**Subject 1. Monthly Disbursements: June 2023**

Meeting Jun 20, 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 **\$147,137.75**.

2) Post-approve **May 2023 Payroll related Wire Transfers**, in the amount of **\$655,300.04**, from the General Bank Account to the Payroll Bank Accounts.

3) Approve **June 2023 Monthly Disbursements**, in the amount of **\$389,136.35**.

File Attachments

[JUNE CHECK RUN.pdf \(304 KB\)](#)

<b>Subject</b>	<b>2. Budget Transfers: May 2023</b>
Meeting	Jun 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 2022-2023 school year, as of May 31, 2023.

File Attachments

[Budget Transfers \[CSI\] - Expenditures \(05.31.2023\).pdf \(108 KB\)](#)

Executive File Attachments

[Budget Transfers \[SBA\] - Expenditures \(05.31.2023\).pdf \(174 KB\)](#)

<b>Subject</b>	<b>3. Financial Reports: May 2023</b>
Meeting	Jun 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 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.

File Attachments

[Board Secretary Report - Summary \(Final 05.31.2023\).pdf \(113 KB\)](#)

[Treasurer's Report - Executed \(Final 05-2023\).pdf \(70 KB\)](#)

**Subject**                    **4. Rescind 06.06.2023 Resolution K.6 & Re-Approve Parent Transportation Agreement - Reed Academy [2023-2024]**

Meeting                    Jun 20, 2023 - MINUTES - Regular Meeting

Category                   K. Finance

Access                    Public

Type                      Action

**WHEREAS**, the following resolution, K.6, was approved at the June 6, 2023 board meeting:

**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; and

**WHEREAS**, a calculation oversight caused the incorrect amount to be posted to resolution K.6 on the June 6, 2023 board meeting agenda.

**THEREFORE BE IT RESOLVED**, that upon the recommendation of the Interim Business Administrator and Superintendent of Schools, the Norwood Board of Education approves the aforementioned Parent Transportation Agreement between home and the Reed Academy, Oakland Campus, for the family of special education student #366005, during the period July 10, 2023 through June 30, 2024, in the revised total amount of \$8,203.48.

**Subject**                    **5. OOD Tuition Contract - Chapel Hill Academy: 2023-2024**

Meeting                    Jun 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 approves an out-of-district placement with the Terranova Group, Inc., dba Chapel Hill Academy, for special education student SID #5411595251, during the 2023-2024 school year, at the following total cost:

- ESY and Regular Year Tuition: \$ 86,520.00.

**Subject                      6. School Physician Agreement: 2023-2024**

Meeting                      Jun 20, 2023 - MINUTES - Regular Meeting

Category                    K. Finance

Access                      Public

Type                        Action

**BE IT RESOLVED**, that upon recommendation of the Superintendent, the Norwood Board of Education approves an agreement with Ann DeAngelo, M.D., for School Physician Services during the 2023-2024 school year, at a total cost of \$3,000.00.

**Subject                      7. White Glove Nursing Service Agreement: 2023-2024**

Meeting                      Jun 20, 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 White Glove Community Care, Inc., for Nursing Services during the 2023-2024 school year, at the following hourly rates:

LPN Services	\$ 58.00
RN Services	\$ 68.00.

File Attachments

[Nursing Services Agreement \[2023-2024\] - White Glove \(Final 06.12.2023\).pdf \(212 KB\)](#)

**Subject                      8. Psychiatric Evaluations - Platt Psychiatric Associates LLC**

Meeting                      Jun 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 approves the attached Psychiatric Consultations Contract with Platt Psychiatric Associates LLC, during the 2023-2024 school year, in accordance with the fee schedule appended to the last page of the Contract.

File Attachments

[Prof. Svc Contract \[2023-2024\] - Psychiatric Consultations \[Platt\] \(Final 03.20.2023\).pdf \(254 KB\)](#)

**Subject** 9. MS STEMScopes Kits & License Purchase Agreement

Meeting Jun 20, 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 an educational services Order Agreement, as delineated within the Customer License Terms & Conditions of the attached Quote, with Accelerate Learning Inc. d/b/a/ STEMscopes, for the purchase of Middle School STEMscopes Kits materials and 5-Year Online Platform License, commencing with the 2023-2024 school year, at a total amount of **\$47,432.47**, funded with the ESSER III (ARP) Grant.

File Attachments

[MS StemScope Kits Quote - Accelerate Learning \(06.13.2023\).pdf \(322 KB\)](#)

**Subject** 10. RFP Award: 2023 Landscaping Services [Lupardi's]

Meeting Jun 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 approves the attached Proposal with Lupardi's Nursery, Inc. (the lowest of three proposals received), for Grounds and Landscaping Services, during the period July 1, 2023 through December 15, 2023, in the total amount of \$10,900.00.

## File Attachments

[RFP Response \[Lupardi's\] \(06.14.2023\) - Grounds & Landscaping \[07.01-12.15.2023\].pdf \(462 KB\)](#)**Subject 11. Dental Benefits Consulting Agreement: 2023-2024**

Meeting Jun 20, 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 Coverage Acknowledgement and Consultant Compensation Disclosure Agreement, with Gallagher Benefit Services, Inc., for Dental Benefits Consulting Services, during the 2023-2024 school year, at an annual fixed Commission Fee of \$4,000.00.

## File Attachments

[Dental Benefits Consultant Fee & Disclosure Agreement \[2023-2024\] - Gallagher \(Draft-06.01.2023\).pdf \(299 KB\)](#)**Subject 12. Certification of Implementation: 2021-2022 Audit CAP**

Meeting Jun 20, 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, that the Norwood Board of Education approves the submission of the Certification of Implementation, to the State of New Jersey by the Interim School Business Administrator, which states that all 2021-2022 audit Corrective Action Plan items have been addressed/resolved.

**Subject 13. Norwood BOE Legal Costs: 2022-2023**

Meeting Jun 20, 2023 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

**WHEREAS**, the administration of the Norwood Board of Education has implemented specific internal controls to monitor its legal costs and provide evidence that said control has not resulted in the reduction of costs.

**BE IT THEREFORE RESOLVED**, that upon the recommendation of the superintendent and interim school business administrator, that the Norwood Board of Education approves that the legal expenses for the district may exceed 130% of the statewide average for legal costs; and

**BE IT THEREFORE FURTHER RESOLVED**, that the Norwood Board of Education acknowledges that its legal expenses exceed 130% of the statewide average for legal costs and that the implementation of specific internal controls to monitor said expenses have not resulted in a reduction of costs.

**Subject                    14. Transfer of 2022-2023 Fund Balance To Reserve Accounts**

Meeting                  Jun 20, 2023 - MINUTES - Regular Meeting

Category                K. Finance

Access                  Public

Type                    Action

**WHEREAS**, in accordance with NJAC 6A:23A-14 et seq., provides any monies un-expended as of year-end may be deposited into the Capital and Maintenance Reserve Accounts of the district.

**NOW, THEREFORE BE IT RESOLVED**, that the Norwood Board of Education hereby approves the transfer of all surplus funds in excess of 2.0%, plus any state adjustments of fund balance, as of June 30, 2023, as allowed by regulations and in accordance with Title 6A and 18A, to the Maintenance Reserve Account in an amount not to exceed \$250,000.00, with the remaining balance to the Capital Reserve Account.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Norwood Board of Education hereby authorizes the districts Interim School Business Administrator to make these transfers consistent with all applicable laws and regulations.

**Subject                    15. RESERVED - [Use of Facility Requests]**

Meeting                  Jun 20, 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				

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

**Subject 16. FINANCE VOTE:**

Meeting Jun 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: #1-14**

**Moved by: K. Wilson**

**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			

## **L. New Business**

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**Subject 1. New Business**

Meeting Jun 20, 2023 - MINUTES - Regular Meeting

Category L. New Business

Access Public

Type Discussion

**Mr. Sprague thank Mr. Tevis with high praises and accolades.**

## **M. Old Business**

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**Subject 1. Old Business**



Meeting	Jun 20, 2023 - MINUTES - Regular Meeting
Category	M. Old Business
Access	Public
Type	Discussion

## **N. Open to Public - Off Agenda Items**

<b>Subject</b>	<b>1. Open to Public - NO PUBLIC PRESENT</b>
Meeting	Jun 20, 2023 - MINUTES - Regular Meeting
Category	N. Open to Public - Off Agenda Items
Access	Public
Type	Procedural

## **O. Close Public Participation - Off Agenda Items**

<b>Subject</b>	<b>1. Close Public Participation - NO PUBLIC PRESENT</b>
Meeting	Jun 20, 2023 - MINUTES - Regular Meeting
Category	O. Close Public Participation - Off Agenda Items
Access	Public
Type	Procedural

## **P. Adjournment to Executive Session - (If Needed)**

<b>Subject</b>	<b>1. Adjournment to Executive Session - (If Needed)</b>
Meeting	Jun 20, 2023 - MINUTES - Regular Meeting
Category	P. Adjournment to Executive Session - (If Needed)
Access	Public
Type	Action (Consent)

Moved by: J. Mendoza  
Seconded by: J. Eisberg  
Time: 8:49pm

## **Q. Adjournment from Executive Session - (If Needed)**

<b>Subject</b>	<b>1. Adjournment from Executive Session - (If Needed)</b>
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Meeting Jun 20, 2023 - MINUTES - Regular Meeting  
Category Q. Adjournment from Executive Session - (If Needed)  
Access Private  
Type Action (Consent)

**Moved by: J. Mendoza**  
**Seconded by: J. Eisberg**  
**Time: 9:01pm**

Executive Content

An Executive Session Meeting of the Norwood Board of Education was called to order by President Garcia, on June 20, 2023, at 8:49pm.

The Board discussed the following:

- Personnel Matters

Motion to close was moved by J. Mendoza, seconded by J. Eisberg at 9:01pm. Vote in favor was unanimous.

Respectfully submitted,

Mr. James Tevis  
Interim Business Administrator/Board Secretary

## **R. Meeting Adjournment**

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**Subject 1. Meeting Adjournment**  
Meeting Jun 20, 2023 - MINUTES - Regular Meeting  
Category R. Meeting Adjournment  
Access Public  
Type Action (Consent), Procedural

**Moved by: J. Eisberg**  
**Seconded by: J. Mendoza**  
**Time: 9:01pm**

Respectfully submitted,



Mr. James Tevis  
Interim Business Administrator/Board Secretary