



**Tuesday, December 16, 2025  
MINUTES - Regular Meeting**

**7:00pm - Regular Meeting**

**6:00pm - Executive Session**

**MEMBERS OF THE BOARD**

**Mrs. Heather Garcia - President**

**Mr. Michael Sprague - Vice President**

**Mrs. Rita Bodine - Trustee**

**Mrs. Jennifer Eisberg - Trustee**

**Mrs. Juliana Lee - Trustee**

**Mr. Omar Pedraza - Trustee**

**Mrs. Kelly Wilson - Trustee**

**Dr. Timothy Gouraige, Superintendent**

**Mr. Michael Jordan, School Business Administrator/Board Secretary**

**A. OPEN Public Meeting**

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<b>Subject</b>	<b>1. OPEN PUBLIC MEETING ACT STATEMENT:</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	A. OPEN Public Meeting
Access	Public
Type	Procedural

**B. Adjournment to Executive Session**

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<b>Subject</b>	<b>1. Adjournment to Executive Session</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	B. Adjournment to Executive Session
Access	Private
Type	Action (Consent)

**Moved by: H. Garcia**

**Seconded by: J. Eisberg**

**Time: 6:35pm**

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

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<b>Subject</b>	<b>1. Adjournment from Executive Session</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	C. Adjournment from Executive Session
Access	Public
Type	Action (Consent)

**Moved by: J. Eisberg**  
**Seconded by: K. Wilson**  
**Time: 7:07pm**

Executive Content

## **D. Public Session Meeting**

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<b>Subject</b>	<b>1. CALL TO ORDER</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Procedural
<b>Subject</b>	<b>2. OPEN PUBLIC MEETING ACT STATEMENT:</b>
Meeting	Dec 16, 2025 - 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.

<b>Subject</b>	<b>3. PUBLIC MEETING ROLL CALL; TIME: 7:07pm</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Procedural

BOARD MEMBER	PRESENT	ABSENT	ARRIVAL/DEPARTURE TIME
Mrs. Rita Bodine, Trustee	X		
Mrs. Jennifer Eisberg, Trustee	X		
Mrs. Juliana Lee, Trustee	X		
Mr. Omar Pedraza, Trustee	X		
Mrs. Kelly Wilson, Trustee	X		
Mr. Michael Sprague, Vice President	X		
Mrs. Heather Garcia, President	X		

**Faculty & Community Members:** In-person 2

**Others Present:** R. Lerch, N. Kuhrt, S. Pellegrino, K. DeRosa, C. Rzucidlo, Dr. Gouraige, M. Jordan

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

Meeting Dec 16, 2025 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public  
 Type Procedural

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

Meeting Dec 16, 2025 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public  
 Type Discussion

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

Meeting Dec 16, 2025 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public  
 Type Information

**Subject** **7. 2024-2025 Audit - Presentation Mr. Robert Lerch (Lerch, Vinci, & Bliss LLP)**

Meeting Dec 16, 2025 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public

### Type

- **Robert Lerch, Auditor (Lerch, Vinci & Bliss), presents the 2024-2025 Auditor's Management Report and Findings**

M. Sprague, stated there should be a No-Cash policy adopted.

<b>Subject</b>	<b>8. PRESIDENT'S STATEMENT:</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Discussion

- H. Garcia wished all a Happy Holiday, and a Board Dinner is following this meeting.
- Legal bills were reimbursed by the Insurance company.
- Recognized and thanked Jen Eisberg for her years of service.
- Dr. Gouraige gave high praises to Jen Eisberg.

<b>Subject</b>	<b>9. SUPERINTENDENT'S REPORT: Dr. Gouraige</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Information

Dr. Gouraige:

- commented on the successful assembly by LEAD U and thanked the PTO.
- thanked Jordan Toma for his Book presentation regarding students with IEPs, and our students enjoyed learning about this.
- Strategic Planning is wrapped up with nice plan.
- Referendum presentation was well received and encouraged all to get out and vote yes.
- Congratulated all Fall sports, and wished Winter athletes well.
- Norwood's Got Talent is tomorrow at NVOT.
- Support our Science Fair coming up.
- Happy Holidays.

<b>Subject</b>	<b>10. COMMITTEE REPORTS:</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	D. Public Session Meeting
Access	Public
Type	Action (Consent)

**1) Curriculum:** Jennifer Eisberg (Chair), Juliana Lee, Kelly Wilson; Successful NJSLA and QSAC Field Tests and discussed Math and ELA placements curriculum.

**2) Personnel and Negotiations:** Michael Sprague (Chair), Heather Garcia, Rita Bodine; did not meet.

**3) Buildings and Grounds:** Kelly Wilson (Chair), Heather Garcia, Michael Sprague; did not meet.

**4) Finance:** Heather Garcia (Chair), Jennifer Eisberg, Michael Sprague; Audit discussions.

**5) Policy:** Michael Sprague (Chair), Omar Pedraza, Kelly Wilson; did not meet.

**6) Special Education:** Juliana Lee (Chair), Omar Pedraza, Rita Bodine; met on 12/3 and discussed PSD and MD students and launched Milestones In Motion partnered with families; interviewing for Paraprofessionals positions.

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

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<b>Subject</b>	<b>1. Open Public Participation - On Agenda Items</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	E. Open Public Participation - On Agenda Items
Access	Public
Type	Action, Procedural

**Moved by:** J. Eisberg

**Seconded by:** K. Wilson

**Time:** 7:35pm

### **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.

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- None

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

<b>Subject</b>	<b>1. Close Public Participation - On Agenda Items</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	F. Close Public Participation - On Agenda Items
Access	Public
Type	Action, Procedural

**Moved by: J. Eisberg**

**Seconded by: K. Wilson**

**Time: 7:35pm**

## **G. Approval of Minutes**

<b>Subject</b>	<b>1. Approval of Minutes</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	G. Approval of Minutes
Access	Public
Type	Action
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:

- **October 23, 2025 - Special Meeting Minutes**
- **November 11, 2025 - Regular Meeting Minutes**
- **November 11, 2025 - Executive Meeting Minutes**

**Moved by: K. Wilson**

**Seconded by: O. Pedraza**

**Vote: Roll Call**

<b>BOARD MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Mrs. Rita Bodine, Trustee	X			
Mrs. Jennifer Eisberg, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Mr. Omar Pedraza, Trustee	X			
Mrs. Kelly Wilson, Trustee	X			
Mr. Michael Sprague, Vice President	X		11/11/25	
Mrs. Heather Garcia, President	X			

### **File Attachments**

[October 23 Special Meeting Minutes.pdf \(175 KB\)](#)  
[November 11 Regular Meeting Minutes.pdf \(805 KB\)](#)

## **H. Administrative**

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<b>Subject</b>	<b>1. Fire and Security Drills</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the security drill for November and December:

- Security Drill: November 21, 2025; December 12, 2025
- Fire Drill: December 3, 2025

<b>Subject</b>	<b>2. Harassment Intimidation and Bullying</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, affirm the Superintendent's decision regarding the following Harassment, Intimidation, and Bullying (HIB) incidents, reported to the Board in Executive Session at the November 11, 2025 meeting:

- HIB Incident 252603-A: HIB
- HIB Incident 252603-B: Not HIB
- HIB Incident 252604: Not HIB
- HIB Incident 252605: Not HIB
- HIB Incident 252606: Not HIB
- HIB Incident 252607: Not HIB
- HIB Incident 252608-A: Not HIB
- HIB Incident 252608-B: HIB
- HIB Incident 252609: Not HIB
- HIB Incident 252610-A: Not HIB
- HIB Incident 252610-B: HIB
- HIB Incident 252611: Not HIB

<b>Subject</b>	<b>3. Policies and Regulations - Second Reading</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public

Type	Action
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**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the second reading of the following policies and regulations:

**Policy**

P0174: Legal Services  
 P0177: Professional Services  
 P1570: Internal Controls  
 P1620: Administrative Employment Contracts  
 P6111: Special Education Medicaid Initiative (SEMI) Program  
 P6220: Budget Preparation  
 P2422: Statutory Curricular Requirements  
 P2460: Special Education  
 P2530: Resource Materials  
 P9130: Public Complaints

**Regulation**

R1570: Internal Controls  
 R6111: Special Education Medicaid Initiative (SEMI) Program  
 R9130: Public Complaint  
 R2530: Resource Materials  
 R5600: Student Discipline/Code of Conduct

**New**

P1636.01: Notification of Promotion, New Job, and Transfer Opportunities  
 P5339.01: Student Sun Protection  
 P2535: Library Material  
 R2535: Library Material

**Abolished**

P1648.15: Record-keeping for Healthcare Settings in School Buildings - COVID 19

**Executive Content**

**Executive File Attachments**

[P 6220 Budget Preparation FINANCES.pdf \(76 KB\)](#)  
[P0177 Professional Services BYLAWS.pdf \(70 KB\)](#)  
[P1570 Internal Controls ADMINISTRATION.pdf \(79 KB\)](#)  
[P1620 Administrative Employment Contracts ADMINISTRATION.pdf \(110 KB\)](#)  
[P2422 Statutory Curricular Requirements PROGRAM.pdf \(107 KB\)](#)  
[P6111 Special Education Medicaid Initiative \(SEMI\) Program FINANCES.pdf \(77 KB\)](#)  
[R1570 Internal Controls ADMINISTRATION.pdf \(118 KB\)](#)  
[R6111 Special Education Medicaid Initiative \(SEMI\) Program FINANCES.pdf \(128 KB\)](#)  
[P1636.01 Notification of Promotion, New Job, and Transfer Opportunities ADMINISTRATION.pdf \(67 KB\)](#)  
[P0174 Legal Services BYLAWS.pdf \(83 KB\)](#)  
[P 5339.01 Student Sun Protection STUDENTS M.pdf \(66 KB\)](#)  
[P2460\\_Special Education.docx.pdf \(90 KB\)](#)  
[P2530 Resource Materials.pdf \(50 KB\)](#)  
[P2535 Library Material.pdf \(110 KB\)](#)  
[P9130 Public Complaints.pdf \(65 KB\)](#)  
[R9130 Public Complaints.pdf \(109 KB\)](#)  
[R2535 Library Material.pdf \(117 KB\)](#)  
[R2530 Resource Materials.pdf \(84 KB\)](#)  
[R5600 Student Discipline\\_Code of Conduct \(2\).pdf \(210 KB\)](#)

<b>Subject</b>	<b>4. Job Description</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the job description for Occupational Therapist.

Executive File Attachments  
[OT Job Description 25-26.pdf \(261 KB\)](#)

<b>Subject</b>	<b>5. ADMINISTRATIVE VOTE:</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

**Motion to approve ADMINISTRATIVE Item: #1-4**

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

<b>BOARD MEMBER</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Mrs. Rita Bodine, Trustee	X			
Mrs. Jennifer Eisberg, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Mr. Omar Pedraza, Trustee	X			
Mrs. Kelly Wilson, Trustee	X			
Mr. Michael Sprague, Vice President			X	
Mrs. Heather Garcia, President	X			

## **I. Personnel**

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<b>Subject</b>	<b>1. Resignation - Paraprofessional</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, accept the resignation of Saad Quraishi, paraprofessional, with a final date of employment of December 12, 2025.

<b>Subject</b>	<b>2. Resignation - Paraprofessional</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, accept the resignation of Ella Perez, paraprofessional, with a final date of employment of December 31, 2025.

<b>Subject</b>	<b>3. Appointment- Paraprofessional</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Samuel Francis as a paraprofessional for the 2025 - 2026 school year, pending background check.

<b>Subject</b>	<b>4. Appointment- Paraprofessional</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Marie Guevara as a paraprofessional for the 2025 - 2026 school year, pending background check.

<b>Subject</b>	<b>5. Appointment- Paraprofessional</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Jialian Zheng as a paraprofessional for the 2025 - 2026 school year, pending background check.

<b>Subject</b>	<b>6. Appointment- Substitute</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Seho Lee as a substitute teacher for the 2025 - 2026 school year, pending background check and DOE Substitute certification.

<b>Subject</b>	<b>7. Appointment- K-4 Program Principal</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Kathleen DeRosa as K-4 Program Principal for the 2025 - 2026 school year at a salary of \$143,106.00.

<b>Subject</b>	<b>8. Appointment- 5-8 Program Principal</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Steven Pellegrino as 5-8 Program Principal for the 2025 - 2026 school year at a salary of \$143,106.00.

<b>Subject</b>	<b>9. Medical Leave of Absence</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, post - approve the medical leave of absence for employee #0117 beginning November 21, 2025 and ending on or about February 24, 2026.

<b>Subject</b>	<b>10. Medical Leave of Absence : Extension</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the medical leave of absence extension for employee #0065 beginning December 17, 2025 and ending on or about March 17, 2026.

<b>Subject</b>	<b>11. Musical Intern</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Ella Perez from Bergen Community College as an unpaid intern for the school musical.

<b>Subject</b>	<b>12. Lunch Supervisors</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, post - approve the following lunch supervisors for the 2025-2026 school year, at a rate of \$38.00 per full session, per the NEA agreement:

<b>Staff Member</b>
Amanda Leichter
Paige Newman

<b>Subject</b>	<b>13. NEA Affiliated Salaries</b>
Meeting	Dec 16, 2025 - 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 tenured and non-tenured NEA affiliated staff for the 2025-2026 school year including longevity and supermax as per the 2025-2028 NEA agreement.

## File Attachments

[NEA Salaries 2025 - 2026 \(Settled\).pdf \(127 KB\)](#)

**Subject 14. School Secretary 2025-2026**

Meeting	Dec 16, 2025 - 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 2025-2026 school year, with an annual salary of \$63,841.00 including longevity as per the 2025-2028 NEA agreement.

<b>Subject</b>	<b>15. Employment and Increment Withholding</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	

**BE IT RESOLVED**, upon recommendation of the Superintendent, the Norwood Board of Education withhold the employment and adjustment increments of Employee #0044 for the 2026 - 2027 school year; and  
**WHEREAS**, the Board has considered the Superintendent's recommendation together with the entire record; and  
**WHEREAS**, the Board has determined that the Superintendent's recommendation to the Board that Employee #0044's employment and adjustment increments be withheld for the 2026-2027 school year is amply supported by the record as a whole;

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Board hereby adopts and affirms the Superintendent's recommendation to withhold Employee #0044's employment and adjustment increments for the 2026-2027 school year for the reasons set forth in the Superintendent's email to the employee, December 12, 2025 and

**BE IT FURTHER RESOLVED** that the Board hereby requests that the Business Administrator/Board Secretary provide Employee #0044 with written notice that her employment and adjustment increments for the 2026-2027 school year are being withheld, together with the reasons therefore, within ten (10) days of the date of this Resolution, pursuant to N.J.S.A. 18A:29-14.

**Subject 16. PERSONNEL VOTE:**

Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

Recommended  
Action

BE IT RESOLVED, pursuant to the recommendation of the Superintendent, that the Personnel Committee recommends the approval of the following resolution(s):

**Motion to approve Personnel Items: #1-15**

**Moved by: J. Eisberg**  
**Seconded by: R. Bodine**  
**Vote: Roll Call**

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Rita Bodine, Trustee	X			
Mrs. Jennifer Eisberg, Trustee	X		#15	
Mrs. Juliana Lee, Trustee	X			
Mr. Omar Pedraza, Trustee	X			
Mrs. Kelly Wilson, Trustee	X			
Mr. Michael Sprague, Vice President	X		#9 & #10	
Mrs. Heather Garcia, President	X		#15	

**J. Curriculum**

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**Subject**                    **1. Workshop/Conference**

Meeting                    Dec 16, 2025 - MINUTES - Regular Meeting  
Category                    J. Curriculum  
Access                    Public  
Type                    Action

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

Name: Marygrace Brigida

Workshop: Multisensory Reading

Location: Virtual

Date/Time: January, 2026 - February, 2026

Cost: \$1,600.00

**Subject**                    **2. Field Trips**

Meeting                    Dec 16, 2025 - MINUTES - Regular Meeting  
Category                    J. Curriculum  
Access                    Public  
Type                    Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following field trips for the 2025 - 2026 school year:

Staff in Charge	Location	Grade	Month	Cost to District	Chaperones
Michael Santa Cruz	NVOT	7 & 8	December	\$0.00	Michael Santa Cruz, Steven Pellegrino, Nicole Davila, Lauren Flyge, Seth Links, Michelle Wesley, Gianvito DeCandia, Cassandra Cacavella, Jaqueline Fales, Steve Henrici, Dave Hubert, Saad Quarishi
Cassandra Cacavella & Mary Leocata	Washington D.C.	8	June	\$0.00	Cassandra Cacavella, Steven Pellegrino, Lauren Flyge, Lyndsey Stodnick, Gianvito DeCandia, Michael Santa Cruz, Nicole Davila, Steve Henrici, Leticia Jones
Lyndsey Stodnick	Liberty Science Center	5	May	\$0.00	Lyndsey Stodnick, Nicole Hill, Mary Leocata, Eileen Smith, Parent Chaperones TBD
Alison Servideo	Maritime Aquarium	3	June	\$0.00	Eileen Smith
Ashley Panella	Team Makers	2	May	\$0.00	Hannah Cho, Ashley Panella, Paige Newman, Lisa Martinez, Salma Alhindi, Linda Ocejo, Eileen Smith, Parent Chaperones TBD
Kerri Marano	Turtle Back Zoo	1	May	\$0.00	Tara Davis, Kerri Marano, Sara Gillet, Hallie Sassano, Donna Bandy, Eileen Smith, Parent Chaperones TBD
Michael Santa Cruz and Stephanie Tirri	NVOT	5-8	January	\$0.00	Michael Santa Cruz, Stephanie Tirri
Stephanie Tirri	NVOT	5-8	January	\$0.00	Stephanie Tirri, Maria Baricella

<b>Subject</b>	<b>3. Course Approval</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	J. Curriculum
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the following course(s):

Name: Carmit Zagelbaum  
Course: A Moving Body; A Thinking Brain  
Credits: 3  
Dates: December 2025 - April 2026  
Institution: Southern New Hampshire University

Name: Carmit Zagelbaum  
Course: Time Tested Learning  
Credits: 3  
Dates: December 2025 - April 2026  
Institution: Southern New Hampshire University

Name: Carmit Zagelbaum  
Course: A Guide to ODD and Other Behavioral Challenges  
Credits: 3  
Dates: December 2025 - April 2026  
Institution: Southern New Hampshire University

Name: Gianvito DeCandia  
Course: School Law  
Credits: 4  
Dates: Spring, 2026  
Institution: Ramapo College

Name: Gianvito DeCandia  
Course: Advanced Seminar in Contemporary Educational Leadership: Theory into Practice II  
Credits: 4  
Dates: Spring, 2026  
Institution: Ramapo College

**Subject** **4. CURRICULUM VOTE:**

Meeting Dec 16, 2025 - MINUTES - Regular Meeting

## Category J. Curriculum

## Access Public

Type	Action
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## **Motion to approve Curriculum Items #1 - 3**

**Moved by: J. Eisberg**

**Seconded by: K. Wilson**

## **Vote: Roll Call**

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Rita Bodine, Trustee	X			
Mrs. Jennifer Eisberg, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Mr. Omar Pedraza, Trustee	X			
Mrs. Kelly Wilson, Trustee	X			
Mr. Michael Sprague, Vice President	X			
Mrs. Heather Garcia, President	X			

- J. Lee questioned the 7th grade field trip being left off the agenda.

## **K. Finance**

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<b>Subject</b>	<b>1. Monthly Disbursements</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	K. Finance
Access	Public
Type	Action

### **Monthly Disbursements:**

**BE IT RESOLVED**, that upon the recommendation of the Business Administrator and Superintendent, the Norwood Board of Education approves/post-approves the following 2025-2026 disbursements:

- 1) Post-approve **adjusted October 2025 Hand Checks**, in the amount of **\$ 224,681.11**.
- 2) Post-approve **November 2025 Hand Checks**, in the amount of **\$ 185,209.00**.
- 3) Post-approve **November 2025 Payroll related Wire Transfers**, in the amount of **\$ 666,273.91** from the General Bank Account to the Payroll Bank Accounts.
- 4) Approve **December 16, 2025 Monthly Disbursements**, in the amount of **\$ 628,840.16** .

File Attachments  
[DECEMBER CHECK RUN.pdf \(339 KB\)](#)

<b>Subject</b>	<b>2. Financial Reports</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	K. Finance
Access	Public
Type	Action

### **Financial Reports:**

**BE IT RESOLVED**, that upon the recommendation of the Business Administrator and Superintendent, that the Norwood Board of Education accepts the Board Secretary and Treasurer Reports for the months of **October and November 2025**;

**BE IT FURTHER RESOLVED**, that Pursuant to N.J.A.C. 6:20-2.13(e)\*, we certify that as of **October 31, and November 30, 2025**, 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.

Executive File Attachments

[October 2025 Treasurers Report.pdf \(69 KB\)](#)  
[October 2025 Secretary Report.pdf \(992 KB\)](#)  
[November 2025 Treasurers Report.pdf \(69 KB\)](#)  
[November 2025 Secretary Report.pdf \(982 KB\)](#)

**Subject** **3. Budget Transfers**

Meeting Dec 16, 2025 - MINUTES - Regular Meeting  
Category K. Finance  
Access Public  
Type Action

**Monthly Budget Transfers:**

**BE IT RESOLVED**, that upon the recommendation of the Business Administrator and Superintendent, the Norwood Board of Education approves the attached **October and November** budget appropriation transfer of funds for the 2025-2026 school year.

Executive File Attachments

[Transfer Report October 2025.pdf \(203 KB\)](#)  
[Transfer Report November 2025.pdf \(201 KB\)](#)

**Subject** **4. ACFR, Management Report & Audit Synopsis**

Meeting Dec 16, 2025 - MINUTES - Regular Meeting  
Category K. Finance  
Access Public  
Type Action

**BE IT RESOLVED**, approve/accept the Norwood Board of Education Annual Comprehensive Financial Management Report (ACFR), and the Auditor's Management Report on Administration Findings. Financial, Compliance and Performance for the Fiscal Year ending June 30, 2025, as detailed in the Enclosures.

Executive File Attachments

[ACFR.pdf \(12,028 KB\)](#)  
[AMR.pdf \(1,107 KB\)](#)

**Subject** **5. Audit Recommendations & Corrective Action Plan**

Meeting Dec 16, 2025 - MINUTES - Regular Meeting  
Category K. Finance  
Access Public

Type	Action
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**BE IT RESOLVED**, approve/accept the Norwood Board of Education School Audit Recommendations and School Audit Corrective Action Plan for the Fiscal Year ending June 30, 2025, as detailed in the attached Auditors Management Report.

Executive File Attachments

[CAP.pdf \(148 KB\)](#)  
[COI.pdf \(91 KB\)](#)

**Subject** **6. Psychiatric Evaluations**

Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	K. Finance
Access	Public
Type	Action

**BE IT RESOLVED**, upon the recommendation of the Business Administrator and Superintendent, the Norwood Board of Education approves the Contract with Michael Lienhard Psychiatry, LLC to provide psychiatric evaluations and student risk assessments, on an as needed basis during the 2025-2026 school year, at the following rates:

- Psychiatric Evaluations - \$ 850.00
- Risk Assessments - \$ 400.00.

**Subject** **7. Use of Facility Requests**

Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	K. Finance
Access	Public
Type	Action

**BE IT RESOLVED**, upon the recommendation of the Business Administrator and Superintendent, 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 School Board Policy P7510 and Regulation R7510:

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

		GROUP/ORGANIZATION	USE/PURPOSE/ROOM	DATES/TIMES	FEE
1		Norwood PTO	APR; Game show Assembly	12/22/25; 8:45-11:45am	none
2		Norwood PTO	Rooms 20 & 22; enrichment	Mondays; 1/12-3/16/26; 3-4pm	none

3		Norwood PTO	Music Room; enrichment	Mondays; 1/12-3/16/26; 3-4pm	none
4		Norwood PTO	Art Room; enrichment	Tuesdays; 1/13-3/10/26; 3-4pm	none
5		Norwood PTO	Room 26; enrichment	Tuesdays; 1/13-3/10/26; 3-4pm	none
6		Norwood PTO	Music Room; enrichment	Tuesdays; 1/13-3/10/26; 3-4:30pm	none
7		Norwood PTO	Room 26; enrichment	Thursdays; 1/15-3/12/26; 3:34-4:30pm	none
8		Norwood PTO	Rooms 22 & 26; enrichment	Thursdays; 1/15-3/12/26; 3-4:30pm	none
9		Norwood PTO	APR; Bubble-mania Assembly	4/10/26; 1:45-2:30pm	none
10		Norwood PTO	Cafeteria; Membership meeting	12/9/25; 7:45 pm	none

Subject	<b>8. FINANCE VOTE:</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	K. Finance
Access	Public
Type	Action
Recommended Action	BE IT RESOLVED, pursuant to the recommendation of the Superintendent, that the Finance Committee recommends the approval of the following resolution(s)

#### **Motion to approve Finance Items: 1 - 7**

**Moved by: J. Eisberg**  
**Seconded by: R. Bodine**  
**Vote: Roll Call**

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Rita Bodine, Trustee	X			
Mrs. Jennifer Eisberg, Trustee	X		ck# 016682	
Mrs. Juliana Lee, Trustee	X			
Mr. Omar Pedraza, Trustee	X			
Mrs. Kelly Wilson, Trustee	X			
Mr. Michael Sprague, Vice President	X			
Mrs. Heather Garcia, President	X			

#### **L. Open Public Participation - Off Agenda Items**

Subject	<b>1. Open Public Participation - Off Agenda Items</b>
Meeting	Dec 16, 2025 - MINUTES - Regular Meeting
Category	L. Open Public Participation - Off Agenda Items

## Access Public

### Type

**Moved by: J. Eisberg  
Seconded by: K. Wilson  
Time: 7:38pm**

## 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

## **M. Close to the Public - Off Agenda Items**

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

Meeting Dec 16, 2025 - MINUTES - Regular Meeting

#### Category M. Close to the Public - Off Agenda Items

## Access Public

## Type Action, Procedural

**Moved by: J. Eisberg  
Seconded by: K. Wilson  
Time: 7:38pm**

## **N. New Business / Old Business**

## **Subject**      **1. New Business / Old Business**

Meeting Dec 16, 2025 - MINUTES - Regular Meeting

### Category N. New Business / Old Business

## Access Public

### Type

- attended a Board of Directors meeting. School Boards meeting on 11/14/25
- fall workshop was a huge success.
- there is a Strategic Planning Dashboard to try.
- Free Board Policy Manual.
- County Meeting in Ramsey on 12/12 regarding A.I.

- On 2/12/26 next school boards meeting.

Mr. Sprague was appointed to the Finance Committee of the School Boards Association.

Mrs. Garcia congratulated Mr. Sprague.

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### **O. Adjournment to Executive Session - (Not Needed)**

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### **P. Adjournment from Executive Session - (Not Needed)**

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### **Q. Meeting Adjournment**

**Subject**                    **1. Meeting Adjournment**

Meeting                    Dec 16, 2025 - MINUTES - Regular Meeting

Category                    Q. Meeting Adjournment

Access                    Public

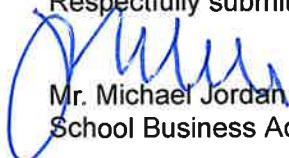
Type                    Action (Consent), Procedural

**Moved by:** J. Eisberg

**Seconded by:** K. Wilson

**Time:** 7:45pm

Respectfully submitted,

  
Mr. Michael Jordan  
School Business Administrator/Board Secretary