



**Tuesday, March 3, 2026  
MINUTES - Regular Meeting**

**7:30pm - Regular Meeting**

**MEMBERS OF THE BOARD**

**Mrs. Heather Garcia - President**

**Mr. Michael Sprague - Vice President**

**Mrs. Rita Bodine - Trustee**

**Mrs. Juliana Lee - Trustee**

**Ms. Stephanie Machin - 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**

---

<b>Subject</b>	<b>1. OPEN PUBLIC MEETING ACT STATEMENT:</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	A. OPEN Public Meeting
Access	Public
Type	Procedural

**B. Adjournment to Executive Session**

---

<b>Subject</b>	<b>1. Adjournment to Executive Session</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	B. Adjournment to Executive Session
Access	Private
Type	Action (Consent)

**Moved by: K. Wilson**

**Seconded by: R. Bodine**

**Time: 6:34pm**

**C. Adjournment from Executive Session**

---

<b>Subject</b>	<b>1. Adjournment from Executive Session</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	C. Adjournment from Executive Session

Access Public  
Type Action (Consent)

**Moved by: K. Wilson**  
**Seconded by: R. Bodine**  
**Time: 7:37pm**

Executive Content

## **D. Public Session Meeting**

---

**Subject** **1. CALL TO ORDER**  
Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
Category D. Public Session Meeting  
Access Public  
Type Procedural

**Subject** **2. OPEN PUBLIC MEETING ACT STATEMENT:**  
Meeting Mar 3, 2026 - 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: 7:37pm**  
Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
Category D. Public Session Meeting  
Access Public  
Type Procedural

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>ARRIVAL/DEPARTURE TIME</b>
Mrs. Rita Bodine, Trustee	X		
Mrs. Juliana Lee, Trustee	X		
Ms. Stephanie Machin, 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 N. Kuhrt

**Others Present:** Dr. Gouraige, M. Jordan, C. Rzucidlo

**Subject**

**4. FLAG SALUTE:**

Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public  
 Type Procedural

**Subject**

**5. DISCUSSION OF CORRESPONDENCE:**

Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public  
 Type Discussion

**Subject**

**6. INFORMATIONAL ATTACHMENTS**

Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public  
 Type Information

**Subject**

**7. PRESIDENT'S STATEMENT:**

Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
 Category D. Public Session Meeting  
 Access Public  
 Type Discussion

- Please go vote next week on the referendum.

**Subject**                      **8. SUPERINTENDENT'S REPORT: Dr. Gouraige**

Meeting                      Mar 3, 2026 - MINUTES - Regular Meeting

Category                      D. Public Session Meeting

Access                        Public

Type                          Information

Dr. Gouraige stated:

- Complimented the Custodial Staff for winter clean ups.
- The Referendum vote is 3/10/2026 at the 2 sites: 453 Broadway and 455 Broadway.
- Read Across America is occurring now.
- Our National Junior Honor Society is organizing a book drive.
- Thank you to the Science Fair Organizers and participants.
- We had a fun time recognizing the 100th Day of School.

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

Meeting                      Mar 3, 2026 - MINUTES - Regular Meeting

Category                      D. Public Session Meeting

Access                        Public

Type                          Action (Consent)

**1) Curriculum:** Kelly Wilson (chair), Heather Garcia, Omar Pedraza; met and discussed QSAC on 3/16. Prepping for NJSLA, Looking into Science curriculum resources.

**2) Personnel and Negotiations:** Michael Sprague (chair), Rita Bodine, Kelly Wilson; none

**3) Buildings and Grounds:** Michael Sprague (chair), Heather Garcia, Stephanie Machin; met before tonight's meeting. Referendum discussed. QSAC preliminary review was successful. New wall mats for the gym with the PTO funding. Purchase water detectors. Applied for \$75,000 grant from the state to upgrade back fields.

**4) Finance:** Heather Garcia (chair), Michael Sprague, Omar Pedraza; none

**5) Policy:** Rita Bodine (chair), Juliana Lee, Stephanie Machin; none

**6) Special Education:** Omar Pedraza (chair), Juliana Lee, Rita Bodine; met yesterday to discuss students within the Valley program.

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

---

<b>Subject</b>	<b>1. Open Public Participation - On Agenda Items</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	E. Open Public Participation - On Agenda Items
Access	Public
Type	Action, Procedural

**Moved by: K. Wilson**  
**Seconded by: R. Bodine**  
**Time: 7:48pm**

### **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**

---

<b>Subject</b>	<b>1. Close Public Participation - On Agenda Items</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	F. Close Public Participation - On Agenda Items
Access	Public
Type	Action, Procedural

**Moved by: K. Wilson**  
**Seconded by: O. Pedraza**  
**Time: 7:48pm**

## **G. Approval of Minutes**

---

<b>Subject</b>	<b>1. Approval of Minutes</b>
Meeting	Mar 3, 2026 - 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:

- February 10, 2026 - Board Retreat & Regular Meeting Minutes
- February 10, 2026 - Executive Meeting Minutes

Moved by: R. Bodine

Seconded by: K. Wilson

Vote: Roll Call

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

File Attachments

[February 10 BoardRetreat & Regular Minutes.pdf \(946 KB\)](#)

Executive File Attachments

[February 10 Executive Minutes.pdf \(102 KB\)](#)

## H. Administrative

---

<b>Subject</b>	<b>1. Fire and Security Drills</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	H. Administrative
Access	Public
Type	Action

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

- Fire Drill: February 11, 2026
- Security Drill: February 26, 2026

<b>Subject</b>	<b>2. Harassment Intimidation and Bullying</b>
Meeting	Mar 3, 2026 - 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 January 20, 2026 meeting:

- HIB Incident 252620: Not HIB
- HIB Incident 252621: HIB
- HIB Incident 252622: Not HIB
- HIB Incident 252623: Not HIB
- HIB Incident 252624: Not HIB

**Subject**                                 **3. ADMINISTRATIVE VOTE:**

Meeting                                 Mar 3, 2026 - MINUTES - Regular Meeting

Category                                H. Administrative

Access                                   Public

Type                                      Action

**Motion to approve ADMINISTRATIVE Item: #1-2**

**Moved by: S. Machin**  
**Seconded by: K. Wilson**  
**Vote: Roll Call**

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Rita Bodine, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Ms. Stephanie Machin, 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**

---

**Subject**                                 **1. Appointment - School Psychologist**

Meeting                                 Mar 3, 2026 - MINUTES - Regular Meeting

Category                                I. Personnel

Access                                   Public

Type                                      Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Jenna Yellen as a School Psychologist for the 2025 - 2026 school year at a salary of \$63,015.00, MA Step 1, with a start date on or about March 4, 2026, pending background check.

<b>Subject</b>	<b>2. Appointment - Paraprofessional</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

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

<b>Subject</b>	<b>3. Appointment - Paraprofessional</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	I. Personnel
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve Zhizhuo (Sonia) Jiang as a paraprofessional for the 2025 - 2026 school year, pending background check.

<b>Subject</b>	<b>4. PERSONNEL VOTE:</b>
Meeting	Mar 3, 2026 - 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: #1-3**

**Moved by: R. Bodine**  
**Seconded by: S. Machin**  
**Vote: Roll Call**

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

## J. Curriculum

---

<b>Subject</b>	<b>1. Field Trip</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	J. Curriculum
Access	Public
Type	Action

**BE IT RESOLVED**, upon recommendation of the Superintendent, approve the amended field trip for the 2025 - 2026 school year

Staff in Charge	Location	Grade	Month	Cost to District	Chaperones
Yena Lee	Merritt Memorial School, Cresskill	TAG 3-4	March	\$0.00	Yena Lee

<b>Subject</b>	<b>2. Workshop/Conference</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	J. Curriculum
Access	Public
Type	Action

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

Name: Nicole Davila  
 Workshop: Train-the-Trainer CPR Event  
 Location: Legacy Suite - MetLife Stadium  
 Date/Time: March 4, 2026; 8:30 - 11:30 am  
 Cost: \$0.00

<b>Subject</b>	<b>3. CURRICULUM VOTE:</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	J. Curriculum

Access Public

Type Action

**Motion to approve Curriculum Items #1 - 2**

**Moved by: K. Wilson**

**Seconded by: R. Bodine**

**Vote: Roll Call**

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

**K. Finance**

---

**Subject 1. \*RESERVED\* Monthly Disbursements**

Meeting Mar 3, 2026 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

**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 **February 2026 Hand Checks**, in the amount of \$ .
- 2) Post-approve **February 2026 Payroll related Wire Transfers**, in the amount of \$ from the General Bank Account to the Payroll Bank Accounts.
- 3) Approve **March 24, 2026 Monthly Disbursements**, in the amount of \$ .

**Subject 2. \*RESERVED\* Financial Reports**

Meeting Mar 3, 2026 - MINUTES - Regular Meeting

Category K. Finance

Access Public

Type Action

**Subject**                    **3. \*RESERVED\* Budget Transfers**

Meeting                    Mar 3, 2026 - 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 **February** budget appropriation transfer of funds for the 2025-2026 school year.

**Subject**                    **4. Use of Facility Requests**

Meeting                    Mar 3, 2026 - 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.

	<b>GROUP/ORGANIZATION</b>	<b>USE/PURPOSE/ROOM</b>	<b>DATES/TIMES</b>	<b>FEE</b>
1	Smarter Learning Center	3 Classrooms/APR/Cafe/Gym	June 29 – August 7, 2026 8am – 5pm	TBD
2	The Goddard School	APR; Graduation	June 25, 2026; 2pm – 8pm	\$500.00
3	Rec.Basketball	Cafe; trophy/pizza party	March 14, 2026; 10am–12:30pm	none

**Subject**                    **5. FINANCE VOTE:**

Meeting                    Mar 3, 2026 - 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 Item : 4**

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

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Rita Bodine, Trustee	X			
Mrs. Juliana Lee, Trustee	X			
Ms. Stephanie Machin, 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** 1. Open Public Participation - Off Agenda Items  
Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
Category L. Open Public Participation - Off Agenda Items  
Access Public  
Type

Moved by: K. Wilson  
Seconded by: R. Bodine  
Time: 7:52pm

### **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**

---

**Subject** 1. Close Public Participation - Off Agenda Items  
Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
Category M. Close to the Public - Off Agenda Items  
Access Public  
Type Action, Procedural

Moved by: K. Wilson  
Seconded by: R. Bodine  
Time: 7:52pm

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

---

**Subject** 1. New Business / Old Business  
Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
Category N. New Business / Old Business  
Access Public  
Type Discussion

- S. Machin proposed a Annual Administration presentation to the Board.
  - H. Garcia stated that it's not the Board's position to manage the Administrators.
  - T. Gouraige would like to discuss further with S. Machin at a later time.
  - M. Sprague mentioned that the Board's responsibility is to manage Policies.
  - One more snow day left this school year.
- M. Sprague attended the county meeting highlighting "Unsung Heroes" and will attend a Leadership Academy.

## **O. Adjournment to Executive Session Not Needed**

---

**Subject** 1. Adjournment to Executive Session - Not Needed  
Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
Category O. Adjournment to Executive Session Not Needed  
Access Private  
Type Action (Consent)

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

---

**Subject** 1. Adjournment from Executive Session - Not Needed  
Meeting Mar 3, 2026 - MINUTES - Regular Meeting  
Category P. Adjournment from Executive Session - Not Needed  
Access Public  
Type Action (Consent)

Executive Content

## **Q. Meeting Adjournment**

---

<b>Subject</b>	<b>1. Meeting Adjournment</b>
Meeting	Mar 3, 2026 - MINUTES - Regular Meeting
Category	Q. Meeting Adjournment
Access	Public
Type	Action (Consent), Procedural

**Moved by: K. Wilson**  
**Seconded by: O. Pedraza**  
**Time: 8:03pm**

Respectfully submitted,



Mr. Michael Jordan  
School Business Administrator/Board Secretary