



Tuesday, November 11, 2025
AGENDA - Regular Meeting

7:00pm - Regular Meeting

6:30pm - 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

Subject	1. OPEN PUBLIC MEETING ACT STATEMENT:
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	A. OPEN Public Meeting
Type	Procedural

B. Adjournment to Executive Session

C. Adjournment from Executive Session

Subject	1. Adjournment from Executive Session
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	C. Adjournment from Executive Session
Type	Action (Consent)

Moved by:

Seconded by:

Time:

D. Public Session Meeting

Subject	1. CALL TO ORDER
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	D. Public Session Meeting

Type Procedural

Subject 2. OPEN PUBLIC MEETING ACT STATEMENT:

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category D. Public Session Meeting

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: _____

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category D. Public Session Meeting

Type Procedural

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

Faculty & Community Members: In-person _____

Others Present: _____

Subject **4. FLAG SALUTE:**

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category D. Public Session Meeting

Type Procedural

Subject **5. OATH OF OFFICE**

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category D. Public Session Meeting

Type Procedural

Mr. Michael Jordan, School Business Administrator/Board Secretary, administers the oath of office to the newly appointed board member:

- Rita Bodine

Subject **6. DISCUSSION OF CORRESPONDENCE:**

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category D. Public Session Meeting

Type Discussion

Subject **7. INFORMATIONAL ATTACHMENTS**

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category D. Public Session Meeting

Type Information

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

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category D. Public Session Meeting

Type	Discussion
Subject	9. SUPERINTENDENT'S REPORT: Dr. Gouraige
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	D. Public Session Meeting
Type	Information

Subject	10. COMMITTEE REPORTS:
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	D. Public Session Meeting
Type	Action (Consent)

- 1) Curriculum:** Jennifer Eisberg (Chair), Juliana Lee, Kelly Wilson
- 2) Personnel and Negotiations:** Michael Sprague (Chair), Heather Garcia, Rita Bodine
- 3) Buildings and Grounds:** Kelly Wilson (Chair), Heather Garcia, Michael Sprague
- 4) Finance:** Heather Garcia (Chair), Jennifer Eisberg, Michael Sprague
- 5) Policy:** Michael Sprague (Chair), Omar Pedraza, Kelly Wilson
- 6) Special Education:** Juliana Lee (Chair), Omar Pedraza, Rita Bodine

E. Open Public Participation - On Agenda Items

Subject	1. Open Public Participation - On Agenda Items
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	E. Open Public Participation - On Agenda Items
Type	Action, Procedural

Moved by:
Seconded by:
Time:

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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F. Close Public Participation - On Agenda Items

Subject	1. Close Public Participation - On Agenda Items
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	F. Close Public Participation - On Agenda Items
Type	Action, Procedural

Moved by:**Seconded by:****Time:****G. Approval of Minutes**

Subject	1. Approval of Minutes
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	G. Approval of Minutes
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 14, 2025 - Regular Meeting Minutes**
- **October 14, 2025 - Executive Meeting Minutes**
- **October 15, 2025 - Strategic Planning Minutes**

Moved by:**Seconded by:****Vote: Roll Call**

BOARD MEMBER	AYE	NAY	ABSTAINED	ABSENT
Mrs. Rita Bodine, Trustee				
Mrs. Jennifer Eisberg, Trustee				
Mrs. Juliana Lee, Trustee				
Mr. Omar Pedraza, Trustee				

Mrs. Kelly Wilson, Trustee				
Mr. Michael Sprague, Vice President				
Mrs. Heather Garcia, President				

File Attachments

[October 14 Regular Minutes.pdf \(761 KB\)](#)[October 15 Strategic Planning Minutes.pdf \(98 KB\)](#)

H. Administrative

Subject	1. Fire and Security Drills
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	H. Administrative
Type	Action

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

- Fire Drill: October 24, 2025; November 4, 2025
- Security Drill: October 28, 2025

Subject	2. Harassment Intimidation and Bullying
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	H. Administrative
Type	Action

BE IT RESOLVED, upon recommendation of the Superintendent, affirm the Superintendent's decision regarding Harassment, Intimidation, and Bullying (HIB) #252602, reported to the Board in Executive Session at the October 14, 2025 meeting:

- HIB Incident 252602 - HIB

Subject	3. NJQSAC DPR: 2025 - 2026
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	H. Administrative
Type	Action

BE IT RESOLVED, upon recommendation of the Superintendent the Norwood Board of Education approves the NJ Quality Single Accountability Continuum (NJQSAC) District Performance Review for the 2025 - 2026 school year.

Subject 4. Policies and Regulations - First Reading

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category H. Administrative

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve the first 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: Recordkeeping for Healthcare Settings in School Buildings - Covid 19

Subject 5. Memorandum of Agreement 2025 - 2026

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category H. Administrative

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve the Memorandum of Agreement for the 2025-2026 school year.

Subject **6. ADMINISTRATIVE VOTE:**

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category H. Administrative

Type Action

Motion to approve ADMINISTRATIVE Item: #1-5

Moved by:
Seconded by:
Vote: Roll Call

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

I. Personnel

Subject **1. Movement on the Salary Guide**

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category I. Personnel

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve the following movement on the salary guide with change in pay retroactive to November 1, 2025:

Teacher	From	To
Amy Walsh	MA+15 Step 16	MA+30 Step 16
Paul D'Errico	MA+15 Step 16	MA+30 Step 16
Michelle Wesley	MA+30 Step 12	MA+45 Step 12
Laurie Zeltzer	MA+30 Step 9	MA+45 Step 9

*Final salary is pending outcome of current NEA contract negotiations.

Subject 2. Volunteer Coach

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category I. Personnel

Type Action

BE IT RESOLVED, upon recommendation of the Superintendent, approve Justin Bronner as a volunteer boys basketball coach for the 2025 - 2026 school year.

Subject 3. Appointment - Paraprofessional

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category I. Personnel

Type Action

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

Subject 4. PERSONNEL VOTE:

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category I. Personnel

Type Action

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

Motion to approve Personnel Items: #1-3**Moved by:****Seconded by:****Vote: Roll Call**

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

J. Curriculum

Subject	1. Workshop/Conference
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	J. Curriculum
Type	Action

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

Name: Jennifer Boccuzzi
 Workshop: Anti-Bullying Specialist (ABS) Training
 Location: Virtual
 Date/Time: Ongoing
 Cost: \$500.00

Subject	2. Field Trip
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	J. Curriculum
Type	Action

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

Staff in Charge	Location	Grade	Month	Cost to District	Chaperones
Steven Pellegrino	Philadelphia	7	May	\$0.00	TBD

Subject	3. CURRICULUM VOTE:
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	J. Curriculum
Type	Action

Motion to approve Curriculum Items #1 - 2

Moved by:

Seconded by:
Vote: Roll Call

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

K. Finance

Subject	1. Monthly Disbursements
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	K. Finance
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 **October 2025 Hand Checks**, in the amount of **\$198,248.32**.
- 2) Post-approve **October 2025 Payroll related Wire Transfers**, in the amount of **\$ 652,297.89** from the General Bank Account to the Payroll Bank Accounts.
- 3) Approve **November 11, 2025 Monthly Disbursements**, in the amount of **\$ 346,769.41**.

File Attachments
[NOVEMBER CHECK RUN.pdf \(88 KB\)](#)

Subject	2. Financial Reports
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

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 **September 2025**;

BE IT FURTHER RESOLVED, that Pursuant to N.J.A.C. 6:20-2.13(e)*, we certify that as of **September 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.

File Attachments

[September 2025 Treasurers Report.pdf \(69 KB\)](#)

[September 2025 Secretary Report.pdf \(989 KB\)](#)

Subject 3. Budget Transfers

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

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 **September** budget appropriation transfer of funds for the 2025-2026 school year.

File Attachments

[Norwood MonthlyTransferSchedule_09302025.pdf \(207 KB\)](#)

Subject 4. Proposed Budget Calendar: 2025-2026

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

Type Action

BE IT RESOLVED upon the recommendation of the Superintendent and School Business Administrator, approve a draft calendar of proposed budget development milestones for the 2025-2026 school year.

File Attachments

[Proposed Budget Calendar {2026-2027}.pdf \(743 KB\)](#)
Subject 5. Comprehensive Maintenance Plan & Form M-1: 2025-2026

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

Type Action

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting required maintenance activities for each of its Public school facilities, and

WHEREAS, the required maintenance activities as listed in the document for the school facility of the Norwood School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Norwood School District hereby authorizes the school business administrator to submit the Comprehensive Maintenance Plan and the Annual Maintenance Budget Worksheet (Form M-1) for the fiscal year 2025 - 2026 for the Norwood School District in compliance with Department of Education requirements.

Subject 6. NVRHS Coordinated Transportation Routes: 2025-2026

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

Type Action

WHEREAS, the Norwood Public School participates in a consortium of Northern Valley school districts for the coordination of it's Transportation Routes for Norwood resident students by the Northern Valley Regional High School Board of Education.

NOW THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent, the Norwood Board of Education authorizes the School Business Administrator to enter into Transportation Bid Contracts with the Northern Valley Regional High School Board of Education, for bus routes in connection with Special Education and Non-public School students, and Field Trip, TAG, Athletic, and Extracurricular Events, during the 2025-2026 school year.

BE IT FURTHER RESOLVED, that upon the recommendation of the Superintendent, the Norwood Board of Education authorizes the School Business Administrator to enter into a Transportation Renewal Contract with the Northern Valley Regional High School Board of Education, for regular Bus Route #1 through Valley Transportation, during the 2025-2026 school year.

Subject 7. 2025-2026 Musical Director/Choreographer

Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	K. Finance
Type	Action

BE IT RESOLVED, that upon the recommendation of the Business Administrator and Superintendent, the Norwood Board of Education approves Ann Van Cleave as Musical Director/Choreographer for the 2025-2026 Spring Musical, at the total cost of \$4,000.00.

Subject 8. Service Agreement: 2024-2025

Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	K. Finance
Type	Action

BE IT RESOLVED, that upon recommendation of the Superintendent and the School Business Administrator, the Norwood Board of Education post approves the agreement with Care Plus NJ Inc, for Student Clearance Assessment for the 2024-2025 school year, at a total cost of \$350.00.

Subject 9. Service Agreement: 2025-2026

Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	K. Finance
Type	Action

BE IT RESOLVED, that upon recommendation of the Superintendent and the School Business Administrator, the Norwood Board of Education approves the agreement with Care Plus NJ Inc, for Student and Staff Clearance/Evaluations/Substance Abuse Testing Services during the 2025-2026 school year, at an estimated total cost of \$1,000.00.

Subject 10. Donation

Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	K. Finance
Type	Action

BE IT RESOLVED, that upon the recommendation of the Business Administrator and Superintendent, the Norwood Board of Education accepts a donation from the Norwood American Legion Post 272, in the amount of \$250.00 for the purchase of athletic equipment.

Subject 11. AHERA Asbestos Services: 2025-2026

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

Type Action

BE IT RESOLVED, that upon the recommendation of the Business Administrator and Superintendent, the Norwood Board of Education approves the Contract from EnviroVision Consultants, Inc., dated October 31, 2025, for the provision of AHERA Compliance Asbestos Inspection services during the 2025-2026 school year, at an anticipated cost of \$1,400.00.

Subject 12. Use of Facility Requests

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

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 Rec. Soccer	Gym; Practice	Wednesdays, 12/8/25-3/16/26; 5:30-9:30pm	none
2	Norwood Rec. Basketball	Gym; Practice	11/12 & 11/19- 5:30-9:30pm Mondays/Tuesdays/Thursday/Fridays, 5:30-9:30pm; Saturdays, 8am-6pm 11/10/25-3/28/26	none
3	KPSC	Cafe; Crossing Guard Brunch	12/10/25-set-up 8pm 12/11/25-serve 8am-11am	none
4	PTO	APR; Lead U assembly	11/26/25; 8:30am-12pm	none

Subject 13. FINANCE VOTE:

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category K. Finance

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 - 12

Moved by:

Seconded by:

Vote: Roll Call

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

L. Open Public Participation - Off Agenda Items

Subject 1. Open Public Participation - Off Agenda Items

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category L. Open Public Participation - Off Agenda Items

Type

Moved by:

Seconded by:

Time:

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.
-

M. Close to the Public - Off Agenda Items

Subject 1. Close Public Participation - Off Agenda Items

Meeting Nov 11, 2025 - AGENDA - Regular Meeting

Category M. Close to the Public - Off Agenda Items

Type Action, Procedural

Moved by:
Seconded by:
Time:

N. New Business / Old Business

Subject	1. New Business / Old Business
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	N. New Business / Old Business
Type	Discussion

O. Adjournment to Executive Session - (If Needed)

P. Adjournment from Executive Session - (If Needed)

Subject	1. Adjournment from Executive Session - (If Needed)
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	P. Adjournment from Executive Session - (If Needed)
Type	Action (Consent)

Moved by:
Seconded by:
Time:

Q. Meeting Adjournment

Subject	1. Meeting Adjournment
Meeting	Nov 11, 2025 - AGENDA - Regular Meeting
Category	Q. Meeting Adjournment
Type	Action (Consent), Procedural

Moved by:
Seconded by:
Time:

Respectfully submitted,

Mr. Michael Jordan
School Business Administrator/Board Secretary