

**NORTHFIELD COMMUNITY SCHOOL**  
**Northfield Community School, Vocal Music Room, 6:30 PM**

Meeting Called to Order

The meeting was called to order by Board President, Steve Wynne at 6:30 p.m.

Roll Call

Mr. Barnhart - Absent  
Mr. Bruno - Present  
Mrs. Delcher - Present  
Mr. Kennedy - Present - arrived at 6:40 p.m.  
Mrs. Levitt - Present  
Mrs. Marrone - Present  
Dr. Syed - Present  
Ms. Woodhouse - Present  
Mr. Wynne - Present

Interim Superintendent

Mr. Garguilo

Business Administrator/Board Secretary

Mrs. Albright

Solicitor

Mr. Geppert, Esq.

Additional Administrators in Attendance

Ms. Vaccaro

Others in Attendance

Ms. Leatherwood

Mr. Phommathep

Salute to Flag

A salute to the flag was conducted.

Silent Moment

A silent moment was observed.

Announcement

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meeting Act", Northfield Board of Education at 3:00 p.m. on January 5, 2016 caused to be posted at the Office of the Board of Education located at 2000 New Road, Northfield, New Jersey and at 3:00 p.m. on January 5, 2016 mailed to The Press of Atlantic City and to The Current of Egg Harbor Township and the Office of the Municipal Clerk of Northfield a meeting notice setting forth the time, date and location of this meeting.

**THE NORTHFIELD BOARD OF EDUCATION USES A "CONSENT AGENDA" PROCEDURE.****1. Executive Session**

Motion to adopt the following resolution - BE IT RESOLVED by the Northfield Board of Education that, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.) it shall enter into Executive Session to discuss Executive Session minutes, personnel and other matters of attorney client privilege. The information discussed can be disclosed to the public only upon formal written request to the board secretary at the next work, special or regular meeting to determine if the time and circumstances would be appropriate to disclose the information discussed.

At the conclusion of this session the Board of Education will reconvene the regular portion of the meeting and action may, or may not, be taken.

*Let the minutes reflect that the Board of Education entered into Executive Session at 6:35 p.m.  
Let the minutes reflect that the Board of Education returned to Regular Session at 7:04 p.m.*

A Motion was made by Angelic Delcher and seconded by Deborah Levitt, to approve item 1. The Motion was passed by a vote of 7 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart, Kennedy.

A Motion was made by Deborah Levitt and seconded by Mark Bruno, to return to open session. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

**2. Open to the Public- (Public Comment may be limited to three minutes per person per issue)**

The Board of Education welcomes your comments, concerns, and questions. Every agenda provides two opportunities for concerned citizens to address the Board. Be advised that we do not discuss specific personnel or student matters in public and if your comment concerns those matters, we ask that you speak to the Superintendent directly.

Effective responsible consideration of an issue by the Board is best accomplished when it is scheduled in advance, as an item on the meeting agenda. Therefore, while comments and questions are welcomed, the Board generally will not respond to items or engage in a dialogue during public comment. When appropriate, questions or concerns may be referred to Administration for investigation, referred to a Board committee for review, or referred to other staff or professionals for assistance, and if necessary, reported back to the Board at a later meeting. Please be advised that there is a 3 minute limit for each public speaker.

No public addressed the Board at this time.

**3. Curriculum**

## A. Curriculum Committee Report (Mrs. Levitt)

Mrs. Levitt reviewed items discussed at the recent meeting. Highlights included:

- ~ Math NJASK and PARCC scores
- ~ Grade 4 Kindness Kid-mmittee
- ~ ES Principal Science Program
- ~ Science Curriculum Update
- ~ ELL Update

## B. Motion to approve the attached Summer SACC program for 2016.

## C. February Monthly Reports

- Mr. Robbins
- Mrs. Vaccaro
- Mrs. Dye
- Mr. Mease
- Ms. Leatherwood
- Mr. Phommathep

Mrs. Vaccaro informed that two Emergency Procedures were conducted in January. January 14, 2016, Fire Drill - 8:40-8:50 a.m. and January 27, 2016, Lockdown Drill, 2:00-2:09 p.m.

## D. Motion to approve the following school trip for the 2015-2016 school year.

- 4th grade to go to the Philadelphia Museum of Art on May 17th or date decided by museum.

A Motion was made by Deborah Levitt and seconded by Mark Bruno, to approve items 3.B., 3.D. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

**4. Personnel**

## A. Personnel Committee Report (Mr. Wynne)

Mr. Wynne reviewed items discussed at the recent meeting. Highlights included:

- ~ Sub registration
- ~ Personal Day form
- ~ Agenda items

## B. Motion to approve, upon the recommendation of the Superintendent, Kim Charlton, as Lunchroom/Playground Aide, effective February 23, 2016. (at a hourly rate of \$8.50 3hrs/day, no benefits)

## C. Motion to approve the attached list of substitutes for the 2015-2016 school year.

## D. Motion to approve Simona Dragos as a Visitor/Volunteer. She went

through the Visitor/Volunteer Training on 2/4/16.

- E. Motion to approve a pre-service teacher candidate from Rutgers University for 4 hours of classroom observation.
  - Erin Kohr to observe in Michelle Gano's classroom.
  
- F. Motion to approve Pedro Bretones as Superintendent of School effective July 1, 2016 through June 30, 2019. Salary for the 2016-2017 school year to be \$135,000.00, for the 2017-2018 school year to be \$137,700.00, and for the 2018-2019 school year shall be \$140,454.00. All terms and conditions per the negotiated agreement between Pedro Bretones and the Northfield Board of Education.

This Motion was tabled until Mr. Barnhart's arrival to the Board Meeting.

A Motion was made by Steve Wynne and seconded by Mark Bruno, to approve 4.B., 4.C., 4.D., 4.E. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

## 5. Facilities

- A. Facilities Committee Report (Mr. Garguilo)

Mr. Garguilo reviewed items discussed at the recent meeting. Highlights included:

- ~ Athletic Fields - Quotes from contractors.
- ~ Spiezele Architectural Group - professional fees in the amount of \$8,400.00 for Spiezele for additional services for the bidding and construction of the parking lot improvements.
- ~ Proposal to install two receptacles and two mounted electric unit heaters in the door 6 vestibule.
- ~ Police presence approved for the Elections.

## 6. Finance

- A. Finance Committee Report (Dr. Syed)

Dr. Syed reviewed items discussed at the recent meeting. Highlights included:

- ~ Bills List, Transfers, BSR's, and Treasurer's Report
- ~ Summer SACC Camp 2016 fees
- ~ Safety incentive award in the amount of \$1,000 from the JIF.
- ~ Preliminary Budget review

- B. Pursuant to NJAC 6A:23A-16.10(c)4, we certify that as of January 31, 2016, and having received the certification of the Business Administrator, pursuant to NJAC 6A:23A-16.10(c)3, that the total of encumbrances and expenditures for each line item do not exceed the line item appropriation, and after review of the secretary's monthly financial report(appropriations section), and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of NJAC 6A:23A-16.10(c)4, and that the sufficient funds are available to meet the district's financial obligations for the

remainder of the fiscal year.

- C. Motion to approve the Board Secretary's Report for January 31, 2016.
- D. Motion to approve the Cash Reconciliation(Treasurer's) Report for January 31, 2016.
- E. Motion to approve the attached list of Transfers for February 22, 2016.
- F. Motion to approve the Bill's List in the amount of \$445,296.17
- G. Motion to approve the professional fees in the amount of \$8,400.00 (Public Bidding fees \$4,900.00 and Construction Administration and Close Out fees \$3,500.00) for Spiegle Architectural Group, for additional services for the bidding and construction of the parking lot improvements, per the proposal.
- H. Motion to approve the proposal from Calvi Electric in the amount of \$5,749.00 to install two receptacles and two mounted electric unit heaters in the door 6 vestibule.
- I. Motion to approve the attached list of professional development days for designated staff.
- J. Motion to approve the Budget Public Hearing to be held on Monday April 25, 2016 at 6:00 pm. (This is immediately prior to the regularly scheduled Board meeting).

Discussion: Mrs. Levitt suggested that the Board of Education change the time for the April 25, 2016 Budget Public Hearing to 6:30 p.m. and start the Executive Session at 6:00 p.m. The Board discussed different options.

A Motion was made by Steve Wynne and seconded by Deborah Levitt to amend the start time of the April 25, 2016 Budget Public Hearing to 6:30 p.m. and the Executive Session to 6:00 p.m. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

A Motion was made by Zubair Syed and seconded by Deborah Levitt, to approve item 6.J with the amendment. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

A Motion was made by Zubair Syed and seconded by Deborah Levitt, to approve items 6.B., 6.C., 6.D., 6.E., 6.F., 6.G., 6.H., 6.I. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

## **7. Policy**

- A. Policy Committee Report (Mrs. Woodhouse)

Ms. Woodhouse reviewed items discussed at the recent meeting. Highlights included:

- ~ Meeting Procedures
- ~ Hoverboards - modify Policy 5131.3
- ~ Review Attendance, Absences, and Excuses
- ~ Create Videotaping in School and on School Buses
- ~ Tuition

Discussion: Mr. Wynne shared the changes to the NCS tuition policy. He stated that there is the potential to accept tuition paying students to the District and he was looking for input from the Board as to whether we move forward with a tuition pilot program. Tuition will be \$6,000.00 for the first student in a family, \$4,000.00 for any additional children and \$4,000.00 for employee's children to attend the District. Mrs. Delcher offered that she wants the District to move cautiously with this policy and to make sure there are specific guidelines in place for the acceptance of students. Mr. Garguilo stated that there are selection guidelines and the District can use discretion to accept or deny students. The tuition policy states that the agreement is between the District and families and is on a year to year basis. Mr. Geppert said that we do have that right to refuse students. The Board decided to move forward with the tuition pilot program.

B. Motion to approve first and final reading of the following policies:

- Bylaw 9325: Meeting Procedures
- Policy 5113: Attendance, Absences and Excuses

A Motion was made by Stephanie Woodhouse and seconded by Deborah Levitt, to approve item 7.B. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

## **8. Community Relations**

A. Community Relations Committee Report (Mrs. Delcher)

Discussion: Mrs. Delcher reached out to Mary Canesi, City Clerk, to get a list of organizations and their points of contact. Shannon Campbell at City Hall is another contact. Mrs. Delcher will send them a letter identifying what events NCS will be having and see how we can coordinate with their efforts, and meetings.

B. PTO Report (Mrs. Marrone)

C. NEF Update (Mrs. Marrone)

- ~ Winter Carnival was a great success
- ~ Lip Sync show and Sweetheart dance were both well attended

Upcoming events include:

- ~ 8th grade dinner dance
- ~ Friday night fling
- ~ Dave's Day
- ~ 5K run

**9. Other Business****A. Superintendent Report (Mr. Garguilo)**

Mr. Garguilo reviewed his superintendent's report. Highlights included:

~ 8th grade Dialogue - County Program

~ Summer SACC program - as an extension to our STEM program will be offering a new drone program with Mr. Phommathep, possible TV Media and digital photography program and a visit to Next FAB in Philadelphia.

Discussion: Mr. Bruno asked Mr. Garguilo about 3rd grade drop off. The doors are getting locked too early. Mr. Garguilo will follow up with Mrs. Vaccaro.

Discussion: Mr. Garguilo shared that the Route 9 sidewalk project will start. If traffic flow is disrupted our parents will be informed.

**B. Motion to approve the Regular Session Meeting Minutes from January 25, 2016.****C. Motion to approve the Executive Session Minutes from January 25, 2016.**

A Motion was made by Steve Wynne and seconded by Angelic Delcher, to approve items 9.B. 9.C. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

**D. Motion to approve the Special Board Meeting Minutes from January 26, 2016.****E. Motion to approve the Executive Session Meeting Minutes from January 26, 2016.****F. Motion to approve the Special Board Meeting Minutes from February 4, 2016.****G. Motion to approve the Executive Session Meeting Minutes from February 4, 2016.****H. Motion to approve the Special Board Meeting Minutes from February 8, 2016.****I. Motion to approve the Executive Session Meeting Minutes from February 8, 2016.**

A Motion was made by Steve Wynne and seconded by Deborah Levitt, to approve items 9.D., 9.E., 9.F., 9.G., 9.H., 9.I. The Motion Passed by a vote of 7 Ayes, 0 Nays and 1 Abstentions. Board Members voting Ayes: Bruno, Delcher, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart. Board Members Abstain: Kennedy.

The following additional Other Business items were brought up for discussion by the Board:

Discussion: Mr. Wynne made the Board aware that Mr. Barnhart would not be able to attend the meeting to vote for Item 4.F., to approve Pedro Bretones as Superintendent of School. The Board voted.

A Motion was made by Steve Wynne and seconded by Deborah Levitt to approve item 4.F. The Motion passed by a vote of 7 Ayes, 0 Nays and 1 Abstention. Board Members voting Ayes: Bruno, Delcher, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Abstaining: Kennedy. Board Members Absent: Barnhart.

Discussion: Mrs. Levitt shared that the superintendent search was one of the most difficult searches they have had. She invited parents and staff to come to the next BOE meeting to hear our new superintendent's speech.

## **10. Open to the Public**

Discussion: Mr. Bretones thanked the Board for giving him the opportunity to serve the NCS community. He shared how excited and honored he is to start working with the teachers, administrators and the Board. He wants to continue the programs that NCS has in place and to further the vision of maturing every student to work toward their highest level of achievement.

Discussion: Mrs. White congratulated Mr. Bretones on his Superintendent position and expressed that he was a great choice. She also asked Mr. Garguilo how many students opted out of the NJ CAP. Mr. Garguilo shared that there were a couple of students and he would confirm the number with Mrs. Harvey.

## **11. Executive Session**

Motion to adopt the following resolution - WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive session under certain limited circumstances; and WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in scheduled to hold meeting on March 21, 2016 at 6:30 p.m. in the Northfield Community School Music Room; and WHEREAS, the Board of Education expects to discuss matters in Executive Session at this meeting; NOW THEREFORE, BE IT RESOLVED, that the Northfield City Board of Education expects to discuss personnel, executive session minutes, and matters covered by attorney client privilege during the aforementioned Executive Session; and BE IT FURTHER RESOLVED that the public portion of the Northfield Board of Education meeting will commence at 7:00 p.m.

A Motion was made by Christopher Kennedy and seconded by Deborah Levitt, to approve item 11.. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

## **12. Announcement**



Next Regular BOE Meeting, Monday, March 21, 2016, Vocal Room, 6:30 p.m.

**13. Adjournment**

A Motion was made by Deborah Levitt and seconded by Christopher Kennedy, to adjourn at 7:42 p.m. The Motion Passed by a vote of 8 Ayes and 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Woodhouse, Wynne. Board Members Absent: Barnhart.

Respectfully submitted,

Linda Albright  
Business Administrator/Board Secretary