

**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 6:32 p.m.

Roll Call

Mr. Barnhart - Present  
Mr. Bruno - Present - arrived at 6:50  
Mrs. Delcher - Present  
Mr. Kennedy - Present  
Mrs. Levitt - Present  
Mrs. Marrone - Present  
Dr. Syed - Present  
Ms. Woodhouse-Hughes - Absent  
Mr. Wynne - Present

Interim Superintendent

Mr. Garguilo

Business Administrator/Board Secretary

Mrs. Albright

Solicitor

Mr. Geppert, Esq

Additional Administrators in Attendance

Ms. Vaccaro

Ms. Dye

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 7:00 p.m.

A Motion was made by Kerrie Marrone 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: Barnhart, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Bruno, Woodhouse-Hughes.

A Motion was made by Christopher Kennedy 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: Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

### **2. Presentation**

A. Recognition: Spelling Bee Winners

Discussion: Mr. Garguilo congratulated and announced the 1st, 2nd, and 3rd place winners of the 4th and 8th grade spelling bees. The students and teachers did a great job.

B. Recognition: SJ Band members

Discussion: Mr. Garguilo recognized all of the South Jersey Band members. Mr. Wynne shared that there was a lot of hard work and dedication by the members. He also offered that all their experiences adds to their success in life. Thanks to Mr. Cook, they were amazed by their talent.

C. Recognition of our 2016 Teachers of the Year: Adam Law and Mary Beth McGrath  
Recognition of our 2016 Education Services Professional: Karen Batschelet

Discussion: Mr. Garguilo expressed that the nominated teachers of the year were very special people. The teachers were: Elementary school, Mary Beth McGrath, Middle School, Adam Law and for the entire District, Karen Batschelet from our Child Study Team. Mr. Wynne thanked the teachers and Karen for their hard work and commitment to our children.

- D. Grade 2 February Renaissance Initiative of Penny Wars to raise funds for Make-a-Wish Foundation. Grade 2 will present a check for \$2500 to Make-a-Wish Foundation.

Discussion: Mr. Garguilo shared that design thinking is an empathetic approach to learning. Mr. Supp shared what the 2nd grade children and teachers did to incorporate design thinking in their class. The staff and kids tied penny wars to our math curriculum with the use of i-pads. They initiated penny wars to raise \$2,500.00 in funds for the Make-a-Wish Foundation. Mr. Wynne thanked the class for their efforts and support to such a worthy charity.

- E. Mr. Pedro Bretones

Discussion: Mr. Betrones addressed the public, teachers and the Board of Education. He shared his background and his vision for NCS. He is excited to start working with our teachers, administrators and the Board. His vision starts with curriculum, teachers and delivery of curriculum with the administration and public focused on the success of our students.

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

Discussion: Mr. Wynne informed the Board that three NCS students participated in the East Regionals Robotics competition. They are on a team of 8 kids who went to Scranton to compete. They were 1 of 128 teams, and won regionals, and are invited to St. Louis to compete in the finals. Mr. Wynne shared that it was quite an accomplishment for the kids and he is very proud of all of them.

Discussion: Mr. Garguilo and Mr. Wynne presented a plaque in honor of Karyn White and her dedicated years of service on the Board.

### **3. 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.

- Belinda Notaro, 111 Catherine Place, Vice President of the PTO, welcomed Mr. Bretones to the NCS community and presented him an NCS welcome gift.
- Cheryl Bonsall, School Librarian, thanked the Board for the beautiful new furniture for the library and invited everyone to stop in and see it.

### **4. Curriculum**

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

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

- ~ ELL ACCESS
- ~ PARCC - refusal procedures
- ~ K-8 - ELA -writing
- ~ K-8 - Music
- ~ K-8 - Science

## B. March Monthly Reports

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

Mrs. Vaccaro informed that two Emergency Procedures were conducted in February: February 1, 2016, Fire Drill - 9:15-9:25 a.m. and February 25, 2016, Lock Out Drill - 10:00-10:09 a.m.

Discussion. Mrs. Levitt thanked Mr. Garguilo for the inclusion of the nurse's report. It is a good addition to the monthly reports.

## C. Motion to approve the PARCC Corrective Action Plan (CAP) as required by the NJDOE.

## D. Motion to approve the Resolution authorizing submission of the Multi Year Comprehensive Equity Plan covering Academic Years 2016-2017 through 2017-2018 and 2018 - 2019 to the Office of the County Superintendent.

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

**5. Personnel**

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

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

- ~ Summer program for the CST that runs 7/11-8/5/16 and is funded by the IDEIA grant.
- ~ Agenda items

## B. Motion to accept the resignation of Kim Charlton, effective 3/3/2016.

Discussion: Mr. Wynne accepts Kim Charlton's resignation with regret. She will be missed.

A Motion was made by Steve Wynne and seconded by Deborah Levitt, to approve 5.B. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes:

Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

- C. Motion to approve the posting/advertising for Lunchroom/Playground Aide.
- D. Motion to approve the posting for the attached list of summer special education staff for the weeks of July 11, 2016 through August 5, 2016. This program is funded by the IDEIA Grant.
- E. Motion to approve the attached list of substitutes for the 2015-2016 school year.
- F. Motion to approve, Andrew Humphrey as a co-instructor for the drone after school club.
- G. Motion to approve Margaret Beninati as a volunteer for Robotics Club.

A Motion was made by Steve Wynne and seconded by Angelic Delcher, to approve items 5.C., 5.D., 5.E., 5.F., 5.G. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

## 6. Facilities

- A. Facilities Committee Report (Mr. Barnhart)

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

- ~ Parking lot improvements
- ~ Lawn maintenance RFQ
- ~ NJ American Water Report

- B. Motion to approve the proposal submitted by All Green Turf Management, Corp., in the amount of \$8,040.00 (\$275.00 per mow, approximately 28 mows, \$85.00 per edge, 4 edgings) for mowing and lawn maintenance services, per the terms of the proposal, for the 2016 season.

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

## 7. 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
- ~ 2016-17 Preliminary Budget Review

## ~ Supplemental Report on Health Benefits

- B. Pursuant to NJAC 6A:23A-16.10(c)4, we certify that as of February 29, 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 February 29, 2016.
- D. Motion to approve the Cash Reconciliation(Treasurer's) Report for February 29, 2016.
- E. Motion to approve the attached list of Transfers for March 21, 2016.
- F. Motion to approve the Bill's List in the amount of \$361,091.27
- G. Motion to approve DOB 10/2/12 to attend ACSSSD effective at a pro-rated tuition rate of \$37,440, effective date April 4, 2016. Transportation to be provided by ACSSSD route already established.
- H. Motion to approve the attached list of professional development days for designated staff.
- I. Motion to approve the attached resolution for submission of the 2016-17 budget submission to the County Office of Education.

Discussion: Dr. Syed shared the overview of the 2016-17 budget submission. Mr. Wynne pointed out that this is the first year with the reduced debt service in our budget. It is a reduction in \$500,000 from the tax levy which will be reflected back to the taxpayers in Northfield as a tax cut this year.

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

A Motion was made by Zubair Syed and seconded by Mark Bruno, to accept items 7.B., 7.C., 7.D., 7.E., 7.F., 7.G., 7.H. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

## 8. Policy

- A. Policy Committee Report (Ms. Woodhouse-Hughes)

There was no meeting held.

## 9. Community Relations

### A. Community Relations Committee Report (Mrs. Delcher)

Discussion: Mrs. Delcher met with Mary Canesi at City Hall. Mrs. Delcher will be contacting the nine community organizations Mrs. Canesi shared with them. The Community Relations Committee is drafting a letter to connect with the organizations.

### B. PTO/NEF Updates

There was no meeting held.

~ Friday night fling

~ Dave's Day

Discussion: Mrs. Marrone shared that both events were very well attended, the numbers are forthcoming.

## 10. Other Business

### A. Superintendent Report (Mr. Garguilo)

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

~ One of our teachers, Amy Moskovitz, works with the organization, Libraries Without Borders. She was selected to travel to Guatemala to work with students of disadvantaged families.

~ Water safety - will call ACUA for water quality testing

~ Update - Teen CAP and K-4th grade program

~ SACC - new drone program with Aleng and Andrew and a new TV media program

Discussion: Mr. Wynne shared that his wife is a lead inspector for the County and wondered if they could do something for water testing. Mrs. Albright shared that she reached out to PT Consultants and they suggested we work directly with a water testing lab. ACUA is a lab in Atlantic County and we will reach out to them for information on testing.

### B. HIB Report Update

Discussion: Mr. Garguilo reviewed the HIB report. There was only one reported, however it was determined a none HIB item and mediated by the principal. There has not been a HIB since December 17, 2015.

### C. Motion to approve the Executive Session Minutes from February 22, 2016.

A Motion was made by Steve Wynne and seconded by Deborah Levitt, to approve item 10.C. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

### D. Motion to approve the Regular Session Meeting Minutes from February

22, 2016.

A Motion was made by Steve Wynne and seconded by Angelic Delcher, to approve item 10.D. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

#### **11. Open to the Public**

- Chris Cafiero, 303 W. Revere Ave, asked how the Guatemala trip is funded. Mr. Garguilo shared that the teacher will pay for trip.

#### **12. 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 April 25, 2016 at 6:00 p.m. in the Northfield Community School Cafetorium; 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 Steve Wynne and seconded by Angelic Delcher, to approve item 12. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

#### **13. Announcement**

Next Regular BOE Meeting, Monday, April 25, 2016, Cafetorium, 6:00 p.m.

#### **14. Adjournment**

A Motion was made by Deborah Levitt and seconded by Kerrie Marrone, to adjourn at 8:00 p.m. The Motion Passed by a vote of 8 Ayes and 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Bruno, Delcher, Kennedy, Levitt, Marrone, Syed, Wynne. Board Members Absent: Woodhouse.

Respectfully submitted,

Linda Albright  
Business Administrator/Board Secretary