

**ORADELL BOARD OF EDUCATION  
ORADELL, NEW JERSEY 07649**

**PUBLIC BUDGET HEARING AGENDA  
PUBLIC WORK/BUSINESS SESSION MEETING  
Oradell Public School Auditorium  
April 26, 2017**

**MINUTES**

**I. *The meeting was called to order by President Dorothy Watson-Nichols at 7:30 p. m***

**II. *The Flag Salute was led by Mr. Andrew Oddo.***

**III. *The Sunshine Law Statement was read by President Dorothy Watson-Nichols.***

All requirements of the Open Public Business Meetings Law have been met for this meeting of the Board of Education of the Borough of Oradell. Notice of this meeting was filed with The Record and Town News and all persons requesting such notice.

**IV. *The Mission Statement was read by Mr. Greg Derain.***

The Oradell Public School District, a safe and nurturing learning community dedicated to the ongoing pursuit of educational excellence, inspires life-long learning in its children through comprehensive, innovative curriculum and instruction. The District fully supports and expects the attainment of the New Jersey Core Curriculum Content Standards on the part of all students within a school environment designed to maximize student potential, develop responsible citizens, and promote respect for the uniqueness of all individuals.

Adopted by the Oradell Board of Education August 27, 2008

**V. ROLL CALL**

***Present:*** Mr. Walsh, Mr. Derian, Mrs. Norian, Mr. Oddo, Mrs. Walker, Mrs. Shapiro, Dr. Westlake, Mrs. Watson-Nichols

***Absent:*** Mrs. Robertson

***Also present was Dr. John C. Anzul, Superintendent, Mr. Scott T. Bisig, M. Ed, Business Administrator/Board Secretary, 3 members of the Oradell Public School Administration, 8 member from the OEA, and approximately 5 members of the public.***

**VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY - None**

**VII. BOARD PRESIDENT'S REMARKS - *President Dorothy Watson-Nichols stated she has no report at this time.***

**VIII. SUPERINTENDENT'S REPORT**

***Dr. John C. Anzul, Superintendent spoke about the Oradell Public School Climate and how impressed he was by the dedication and involvement the community seemed to be within the District.***

*A motion by Mr. John Walsh, seconded by Mrs. Katherine Norian and carried a roll call vote 8-0, (Mrs. Robertson was absent) the Board approved A1.*

A. Information/Discussion Items:

1. HIB Report for April 2017 – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts HIB report # 3.31.17.4 as reported by the Superintendent to the Board of Education.

**IX. BUSINESS ADMINISTRATOR’S REPORT**

*Mr. Scott T. Bisig, M.Ed. presented the 2017-2018 Budget Presentation to the public and held a follow up question and answer session after the presentation was accomplished.*

A. Information/Discussion Items: 2017-2018 Budget Presentation and Public Hearing

**X. MINUTES**

*A motion by Mr. John Walsh, seconded by Mrs. Katherine Norian and carried a roll call vote 8-0 (Mrs. Christine Robertson was absent) the Board approved March 22, 2017 Budget Meeting Minutes Report.*

REVIEW OF MINUTES -

- April 5, 2017 – Work/Business Session

APPROVAL OF MEETING MINUTES –

- March 22, 2017 - Work/Business Session

**XI. COMMITTEE REPORTS/ACTION**

**A. BI-BOROUGH/SHARED SERVICES** – Dr. Westlake, Chairperson – *There was no report at this time.*

**B. BUILDINGS & GROUNDS/SAFETY** – Mr. Oddo, Chairperson

*A motion by Mr. Andrew Oddo, seconded by Dr. Eugene Westlake and carried a roll call vote 8-0 (Mrs. Christine Robertson was absent) the Board approved item B1.*

- B1. Use of School Facilities – It is hereby moved, upon recommendation of the Superintendent, that the Board of Education approve the following requests for use of school facilities for the 2016-2017 School Year:

Organization	Event	Area of Building	Dates	Time	Custodian O/T	Facility Charge
Boy Scout Troop #136	Pack Night	MPR A	5/19/17 (Date change from 5/26/17)	7:00 – 9:00 PM	-0-	-0-
Odyssey of the Mind/OK Kids Foundation	Odyssey of the Mind Practice	MPR C & D	4/22/17, 4/29/17, 5/13/17, 5/20/17	7:00 AM – 4:00 PM	-0-	-0-
River Dell Junior Cheer	Annual Registration/ Apparel Sale	MPR C & D	5/24/17	4:30 – 8:00 PM	-0-	-0-

**C. CURRICULUM – Mrs. Walker, Chairperson**

*A motion by Mrs. Rita Walker, seconded by Dr. Eugene Westlake and carried a roll call vote 8-0 (Mrs. Robertson was absent) the Board approved item C1, C2, C3.*

- C1. Approval of Schedule Change – It is hereby moved, upon recommendation of the Superintendent, that the Board of Education approve a Minimum Day Dismissal of all Kindergarten students at 12:30 PM on May 18, 2017 for the purpose of Kindergarten Orientation.
- C2. Approval of Before-School Morning Instructors – It is hereby moved, upon recommendation of the Superintendent, that the Board approves up to six instructors for the “Building a Foundation of Literacy Success” program at a rate of \$45 per hour (inclusive of instruction and planning) not to exceed \$1,215 per instructor (to be paid for utilizing Title 1 Funds).
- C3. Approval of Field Trip for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following field trip:

Destination	Grade	Date	Cost to District	Cost to Parent(s)
Odyssey of the Mind World Championships Michigan State University Lansing, MI	5 & 6 TAG	May 2017	Total cost: \$1853.50: (Teacher Stipend: \$150 per night x 7 nights = \$1,050 Teacher Room/Board: \$615 Travel Hotel & Lodging Hotel: \$94 for 1 night in OH Meals:94.50)	Parents are responsible for their own travel arrangements.

**D. FINANCE/TECHNOLOGY – Mr. Derian, Chairperson**

*A motion by Mr. Greg Derian, seconded by Mr. John Walsh and carried a roll call vote 8-0. (Mrs. Christine Robertson was absent) the Board approved D1, D2, D3, D4, D5, D6, D7.*

- D1. BE IT RESOLVED, the budget for the Oradell Borough Board of Education be approved for the 2017-2018 school year and the Secretary to the Board of Education be authorized to submit the following budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund (Fund 10)	\$12,214,795	\$11,257,005
Special Revenue Fund (Fund 20)	\$362,276	-0-
Debt Service Fund (Fund 40)	\$525,150	\$525,150
Total Final Budget	\$13,102,221	\$11,782,155

and to advertise said budget in The Record and The Town News in accordance with the form suggested by the State Department of Education and according with law; and

BE IT FURTHER RESOLVED, the Budget for the Oradell Borough Board of Education be approved for the 2017-2018 school year and the Secretary to the Board of Education be authorized to submit the following budget usage of authorized Bank Cap. The 2015-2016, 2016-2017 Bank Cap will help support the following: (1) Part-time Curriculum Director, and (2) Part-time Data Specialist/Secretary, to help support the District's goals. The remaining allocation of Bank Cap will off-set the rising costs for Out-Of-District Special Education Placements. Our allocated Enrollment Adjustment will assist with contractual obligations. The implementation of these actions will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time.

WHEREAS, various facility improvement needs have been identified and

WHEREAS, the facility needs identified are eligible to be funded with Capital Reserve, and as such are required to be included in the Long Range Facility Plan,

BE IT FURTHER RESOLVED, the budget for the Oradell Borough Board of Education be approved for the 2017-2018 school year and the Secretary to the Board of Education be authorized to submit the following budget usage of authorized Bank Cap from 2015-2016, 2016-2017, Enrollment Adjustment to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

2015-2016 Bank Cap \$107,235

2016-2017 Bank Cap \$167,353

2016-2017 Enrollment Adjustment \$42,726

Total: \$317,314

that the Oradell Public School District will utilize taxing authority in the amount of \$107,235 (for 2015-2016) and \$167,353 (for 2016-2017).

BE IT FURTHER RESOLVED, that the Oradell Public School District will utilize enrollment adjustment in the amount of \$42,726.

BE IT FURTHER RESOLVED, the Oradell School District which includes budget line 620 Budgeted Withdrawal from Capital Reserve Excess Costs & Other Capital Projects is \$170,000 (Line 620) that is for other capital project costs to replace our Multipurpose Room's Roof, and to repair the Gymnasium Roof sections to extend the current roof's longevity. The total cost of this project is estimated at \$170, 000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards moving into the 21st Century.

BE IT FURTHER RESOLVED, that the GENERAL FUND tax levy of \$11,257,005.00 is approved to support Current General Fund Expense and \$525,150.00 to support Debt Service, for a total tax levy in the amount of \$11,782,155.00 for the 2017-2018 school year budget.

D2. Monthly Certifications – It is hereby moved that the Financial Reports of the Board Secretary and Treasurer of School Moneys for the month of March 2017, be retroactively accepted, and furthermore, that the Board certify that in accordance with N.J.A.C. 6:20-2A (10e) that no major account or fund in the 2016-2017 Budget has been over-expended in violation of 6:20-2A 10(b) and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year.

D3. Payment of Invoices – It is hereby moved that the invoices for the month of March 2017 be retroactively approved as follows:

Fund 10 ( <i>General Current Expense</i> )	\$ 1,008,634.22
Fund 12 ( <i>Capital Outlay</i> )	\$ 0.00
Fund 20 ( <i>Special Revenue Fund</i> )	\$ 68,736.94
Fund 30 ( <i>Capital Projects Funds</i> )	\$ 238,149.60
Fund 40 ( <i>Debt Service Fund</i> )	\$ 0.00
Fund 50 ( <i>Bi-Borough Curriculum</i> )	\$ 10,234.16
Fund 63 ( <i>Summer School</i> )	\$ 0.00
Fund 64 ( <i>Milk</i> )	\$ 980.76
Unemployment	\$ 0.00
<b>Total</b>	<b>\$ 1,326,735.68</b>

D4. Approval of Revised Shared Services Agreement for 2017-2018 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Revised Shared Services Agreement between the Oradell Board of Education and Bergen County Technical Schools in the amount of \$82,750 for the 2017-2018 school year, an increase of \$2,375 from 2016-2017. The revision to the contract is the name of the Board President for Bergen County Technical Schools.

- D5. Approval of the Submission of the Project Application for Partial Roof Replacement – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the submission of the project application for partial roof replacement at the Oradell Public School (**State Project #3870-050-17-1000**) by LAN Associates to the State of Jersey, Department of Education. The Board will not be seeking an SDA Grant for this project as part of the submission. This project is not included in the current Long Range Facility Plan and the plan needs to be amended.
- D6. Transfer of Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approves transfers in accordance with Title 18A:22-8.1 and furthermore designates the Business Administrator/Board Secretary to make budget transfers between line items, and to make additional transfers as necessary between monthly meetings of the Board.
- D7. Approval for the Oradell Board of Education to Adopt a Maximum Travel Expenditure for the 2017-2018 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves to adopt a Maximum Travel Expenditure for the 2017-2018 school year pursuant to N.J.A.C. 6A:23A-7.3 in the amount of \$9,000.

**E. PERSONNEL - Mrs. Robertson, Chairperson**

*A motion by Mrs. Rita Walker, seconded by Dr. Eugene Westlake and carried a roll call vote 8-0 (Mrs. Christine Robertson was absent) the Board approved E1, E2, E3, E4, E5, E6.*

- E1. Approval of Long-Term Leave of Absence Replacement School Counselor for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board retroactively approves Rima Mason, LPC, as a long-term leave replacement school counselor (for Melanie Bieber) from April 24, 2017 to June 30, 2017 at a rate of \$64.30 per day for the first 20 days and \$89.30 beginning on day 21.
- E2. [Revision] Approval of Leave of Absence – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Unpaid Leave of Absence for Melanie Bieber to commence on or about ~~May 1, 2017~~ April 18, 2017; after utilizing 9 accrued sick days which will end on or about ~~May 11, 2017~~ April 28, 2017, Ms. Bieber will then be placed on unpaid leave without health benefits through June 30, 2017.
- E3. Approval of Substitute Teachers for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following individuals as Substitute Teachers for the 2016-2017 school year at \$90.00 per day:
- Tracey Valente (pending medical requirements)

E4. Approval of Substitute Special Education Instructional Aides for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following individuals as Substitute Instructional Aides for the 2016-2017 school year at \$90.00 per day:

- Tracey Valente (pending medical requirements)

E5. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with regret the resignation, for purpose of retirement, of Karen Chang, LDTC; effective July 1, 2017.

E6. Approval of Workshops/Conferences for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Workshops/Conferences:

Attendee	Conference/Workshop	Sponsoring Agency	Location	Date(s)	Cost	Travel
Nora Rose	NJTESOL 2017 Spring Conference	NJTESOL/NJBE	New Brunswick, NJ	5/31/17 and 6/1/17	\$319 (registration fee)	\$67.33 + tolls and parking
Gianna Apicella	Introduction to Acceptance and Commitment Therapy for Individuals with Developmental Disabilities	Applied Behavior Analysis Center (ABAC)	webinar	5/16/17 (2 hours only)	\$135 (registration fee)	\$0
Gianna Apicella	Ethics, Pseudoscience, and Fads in Treatment of Autism Spectrum Disorders	ABAC	webinar	5/17//17 (2 hours only)	\$135 (registration fee)	\$0

**F. POLICY** – Mrs. Shapiro, Chairperson –

*Mrs. Nancy Shapiro stated the next Board of Education Policy Meeting in Monday May 1, 2017.*

**G. PUBLIC RELATIONS** – Mrs. Norian, Chairperson – *None.*

**H. NJSBA/BCSBA DELEGATE REPORT** – Mr. Walsh, Delegate – *None.*

**I. ADMINISTRATIVE BUSINESS ITEMS** – Dr. Anzul, Superintendent

**II.** Acceptance of 2015-2016 NJ School Performance Report – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts the 2015-2016 NJ School Performance Report.

**XI. OPEN TO THE PUBLIC –**

*Daniel Tikijam inquired about the circumstances for utilizing additional \$170,000 dollars from the Capital Reserve account to support the Multi-Purpose Room (MPR) roof replacement and the repair the existing Gym roof that was budgeted within the 17-18 proposed budget. Mrs. Tikijam was concerned that the District performed its diligence to have an independent contractor review the project before moving it moved forward.*

*Jane Gaffin inquired about the District exceeding the State’s 2% cap allowance within the 2017-2018 Budget Projections.*

*Mrs. Carol Blakeslee wanted to understand the decision for not placing AC in the school’s gym this year.*

*Kelly Castro stated she was impressed by the budget presentation and wanted to know if the proposed budget appropriation into next year was considered unrestricted funds that were to be carry over into 2017-2018.*

*Amy Syracuse wanted to discuss the possibilities of having Oradell Public Television (OPTV) begin to video tape the public meetings in an effort to make the District more transparent.*

**XII. OLD BUSINESS –**

*Mrs. Rita Walker thanked Traci Schaum for her nearly 9 years of dedicated hard work with facilitating the Odyssey of the Minds, and their competition excellence. Mrs. Walker and Traci Schaum stated that the students continue to place in the top three in their categories each year. This year the Odyssey of the Minds again qualified for the World Championships. This will be the fifth time Oradell Public School had qualified for this prestigious honor.*

*Mr. Greg Derian stated that he wanted to thank the Oradell Little League for sponsoring the painting of the softball field back stop, and wanted thank them for their continued support and success.*

**XIII. NEW BUSINESS –**

*Mrs. Nancy Shapiro wanted to complement the student initiative program called “No Idle Place” around the streets where parents pick up and drop off their children before and after school. The program now has a strong following and continues to grow.*

**XV. CLOSED SESSION – (IF NECESSARY)**

*(NOTICE: Public action may be taken after Closed Session concludes.)*

**WHEREAS**, a matter to be considered by the Board of Education deals with personnel, negotiations and/or possible litigation, and

**WHEREAS**, public disclosure of this matter may be prejudicial to the public good,

**NOW, THEREFORE, BE IT RESOLVED**, that this matter be considered in a meeting closed to the public; and

**BE IT FURTHER RESOLVED**, that the Minutes of this meeting be sealed until the matter is resolved.

**XVI. A motion by Mrs. Katherine Norian, seconded by Mrs. Rita Walker to adjourn the Board of Education meeting at 8:35 p.m.**



*This is to certify all of the above items are true & correct:*

*Respectfully submitted,*

  
**Scott T. Bisig, M. Ed.**  
**Business Administrator/Board Secretary**

