

ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION METING
Oradell Public School Library/Media Center
May 24, 2017

MINUTES

- I. *The meeting was called to order by President Dorothy Watson-Nichols at 7:32 p.m.*
- II. *The Flag Salute was led by Mr. Gregory Derian.*
- 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 Mrs. Nancy Shapiro.*

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 O.P.S. Administration and 3 members of the O.E.A., and approximately 7 members of the public.

VI. **OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY-**

VII. **BOARD PRESIDENT'S REMARKS –**

President Watson-Nichols stated how impressed the Board of Education was with the O.P.S. Art Exhibit, and thanked the Rotary Club Membership for their generous donations towards the purchase of two new filtered Elkay water fountains to be installed in building.

VIII. SUPERINTENDENT’S REPORT –

Dr. Anzul stated how impressed he was with Odyssey of the Minds work preparation in finalizing their exhibit for the World Championships in Minnesota. Dr. Anzul thanked the Board of Education membership for their generous donation to help off-set the costs for the Odyssey trip to the World Championships. Dr. Anzul concluded his report by informing the parent population about the Blue Whale Challenge, and how dangerously violent this challenge is. The Board of Education is working toward establishing a parent information segment on the web page to improve communications for the school community.

A motion by Mrs. Mary-Katherine Norian, seconded by Mrs. Rita Walker and carried a roll call vote 8-0, (Mrs. Christine Robertson was absent) the Board approved the following HIB Report for April 2017.

- 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 # 5.16.17.5 as reported by the Superintendent to the Board of Education.

IX. BUSINESS ADMINISTRATOR’S REPORT

- A. Information/Discussion Items:
 - The 2017-2018 School Year in Systems 3000 has been opened for PO Requisitions. The Ed-Data Requisitions take priority.

X. MINUTES

A motion by Mr. John Walsh, seconded by Dr. Eugene Westlake and carried a roll call vote 8-0, (Mrs. Christine Robertson was absent) the Board approved the Meeting Minutes for April 26, 2017.

REVIEW OF MINUTES -

- May 10, 2017 – Work/Business Session

APPROVAL OF MEETING MINUTES –

- April 26, 2017 - Work/Business Session

XI. COMMITTEE REPORTS/ACTION

A. ADMINISTRATIVE ITEMS –

B. BI-BOROUGH/SHARED SERVICES –

C. BUILDINGS & GROUNDS/SAFETY –

D. CURRICULUM –

Mrs. Rita Walker stated that the curriculum committee reviewed the new science curriculum for grades K-2, and began formal discussions to revise the Library-Media curriculum.

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 D1, D2.

D1. Approval of the Bilingual/ESL 2017-2020 Three-Year Program Plan – It is hereby moved, upon recommendation of the Superintendent, that the Board approve the Bilingual/ESL 2017-2020 Three-Year Program Plan and its submission to the New Jersey Department of Education’s Division of Learning Supports and Specialized Services, Office of Supplemental Educational Programs.

D2. Approval of Field Trips for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following field trips:

Destination	Grade	Date	Cost to District	Cost to Parent(s)
Tenaflly Nature Center Tenaflly, NJ	1	June 2017	\$0	\$1,480 (admission fee) \$750 (transportation)
River Dell Middle School River Edge, NJ	6	June 2017	\$200 (transportation)	\$0
Brunswick Fair Lawn Lanes Fair Lawn, NJ	6 (37 Safety Patrol Students)	June 2017	\$0	\$525 (admission fee) \$300 (transportation)

E. FINANCE/TECHNOLOGY –

Mr. Derian stated the Finance Sub-Committee held their monthly meeting to review the SY 2016-2017 end of year budget projections. The committee did discuss the viability of having O.P.T.V. assist with researching equipment costs to help broad casting the Board Meeting.

A motion by Mr. Gregory Derian, seconded by Mr. John Walsh and carried a roll call vote 8-0 (Mrs. Christine Robertson was absent) the Board approved E1, E2, E4, E5, E6, and postponed E-3.

E1. Monthly Certifications – It is hereby moved that the Financial Reports of the Board Secretary and Treasurer of School Moneys for the month of April 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.

E2. Payment of Invoices – It is hereby moved that the invoices for the month of April 2017 be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 1,234,398.18
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 23,323.37
Fund 30 (<i>Capital Projects Funds</i>)	\$ 0.00
Fund 40 (<i>Debt Service Fund</i>)	\$ 0.00
Fund 50 (<i>Bi-Borough Curriculum</i>)	\$ 21,765.45
Fund 63 (<i>Summer School</i>)	\$ 0.00
Fund 64 (<i>Milk</i>)	<u>\$ 771.99</u>
Total	\$ 1,280,258.99

E3. **Postponed Contract Renewals – Chapter 47** – It is hereby moved, upon recommendation of the Superintendent, the Board approves the following resolution:

WHEREAS, PL 2015, Chapter 47 of the laws of New Jersey requires that the Oradell Board of Education must identify all contracts that have been previously awarded and are intended to be renewed, awarded or permitted to *expire, and

WHEREAS, these contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18, et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

NOW, THEREFORE BE IT RESOLVED that the following list of contracts identifies the contracts that meet the criteria set forth in the laws and regulations identified above:

Benefits:

- Ameriflex – Cobra Administrators
- Brown & Brown – Benefit Advisors
- Horizon Blue Cross/Blue Shield – Medical/Prescription Benefits
- Delta Dental of NJ – Dental Benefits

Cooperative Pricing:

- Alliance for Competitive Energy Services – Natural Gas Supplier
- Educational Data Services Inc. – Cooperative Pricing
- Hunterdon County Ed. Serv. Commission – Cooperative Pricing
- Middlesex Regional Ed. Serv. Commission – Cooperative Pricing
- PEPPM National Cooperative – Cooperative Pricing
- U/S. Communities Gov’t Purchasing Alliance – Cooperative Pricing

Leases:

- Canon Financial – Copier Lease
- Pitney Bowes Global Financial Services – Rental of Mail Machine
- United Business Systems – Copier Lease

Professional Services:

- Bergen County Technical Schools – Technology/Shared Services
- Bollinger – Student Accident Insurance
- Fenner & Esler Insurance – Risk Management Consultant
- LAN Associates – Architect
- Lerch, Vinci & Higgins – Auditors
- NESBIG – Insurance
- Phoenix Advisors – Disclosure Agents Services
- Sciarrillo, Cornell, Merlino, McKeever & Osborne – Legal

Software:

- Discovery Education – Streaming Building Subscription
- Frontline Technologies – AESOP Attendance Software
- HIBster – Educational Development Software
- Linkit! – Assessment Management & Analytics
- My Learning Plan – OASYS w/ Stronge EPES
- Realtime Technology – Student Software/Support
- Systems 3000 – Computer Services/Support
- ZUMU – Website Hosting

Special Education:

- Chapters 192/193 Service Agreement – Remedial Services
- Hospital Instruction – Home care for students
- Shared Services Agreement with Region V

Miscellaneous:

- Bergen County Dept. of Health – Bloodborne Pathogen Training
- Bi-Borough Agreement* - Coordinated Curriculum Services
- Kencor – Elevator Service
- Mid-Bergen Reg. Health Commission – Non Public Nursing Serv.
- RFP Solutions – Telecommunications Service/Maint.
- YWCA of Bergen County – Before/Aftercare Program

- E4. Acceptance of Funds from the Dumont Board of Education – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts a refund check in the amount of \$630 from the Dumont Board of Education for the study cost for the Solar PPA Consortium from 2012.
- E5. Acceptance of Funds from NJ Clean Energy – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts four checks totaling \$36,785 from the NJ Clean Energy Rebate Smart Start Buildings Program.
- E6. 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.

F. PERSONNEL – Mrs. Robertson, Chairperson

A motion by Mr. Gregory Derian, seconded by Mr. John Walsh, and carried a roll call vote 8-0 (Mrs. Christine Robertson was absent) the Board approved F1, F2, F3, F4, F5, F6, F7.

- F1. Motion to Abolish Positions – It is hereby moved, upon recommendation of the Superintendent, that the Board abolishes the position of Bi-Borough Supervisor of Curriculum, Instruction & Assessment, and the position of Bi-Borough Secretary, effective June 30, 2017.
- F2. [Revision] Approval of New Position of Supervisor of-Instruction STEM Subjects & Title 1 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the creation of the new position of Supervisor of-Instruction STEM Subjects & Title 1 (part-time) for the 2017-2018 school year.
- F3. Appointment of Substitute Morning Monitor for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following staff member to serve as a Substitute Morning Monitor at \$7.20 per 15 minute session:
- Heidi O’Keeffe
- F4. 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 Substitute Teachers at \$90 per day:
- Kimberley Dunphy

- F5. 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 Substitute Special Education Instructional Aides at \$90 per day:
- Kimberley Dunphy
- F6. Approval of 2017 Summer Custodian – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following 2017 summer custodian at an hourly rate of \$10.00 for up to 30 hours per week, from July 3, 2017 to August 31, 2017:
- Kyu Beom Park (pending criminal history review and medical requirements)
- F7. Approval of Workshops/Conferences for the 2016-2017 School Year – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the following Workshops/Conferences:

Attendee	Conference/Workshop	Sponsoring Agency	Location	Date(s)	Cost	Travel
Debbie Domingues	NJKEA Workshop	NJ DOE	Morristown, NJ	6/1/17, 6/2/17	\$0	\$40.80
Hellen Kapp	NJKEA Workshop	NJ DOE	Morristown, NJ	6/1/17, 6/2/17	\$0	\$0

G. POLICY –

H. PUBLIC RELATIONS –

Mrs. Mary-Katherine Norian stated that the next Public Relations meeting is scheduled for May 25, 2017 at 2:00 p.m. in the Board of Education Conference room.

I. NJSBA/BCSBA DELEGATE REPORT –

XII. OPEN TO THE PUBLIC -

XII. OLD BUSINESS –

Mrs. Nancy Shapiro wanted to know if there was progress towards researching the viability of extending the winter break for SY 17-18. The Board of Education will conduct a parent poll and review the past absentee rates during this time period before making a recommendation.

XIV. NEW BUSINESS -

XV. CLOSED SESSION –

XVI. ADJOURNMENT

A motion by Dr. Eugene Westlake, seconded by Mrs. Mary-Katherine Norian to adjourn the meeting at 7:49 p.m.

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

Respectfully submitted,

A handwritten signature in black ink that reads "Scott T. Bisig, M.Ed." in a cursive style.

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