

**ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649
REORGANIZATION & PUBLIC WORK/BUSINESS MEETING
Oradell Public School Auditorium
Wednesday, January 6, 2021**

MINUTES

I. *The meeting was called to order at 7:37pm by Mr. Marmora, Board Secretary.*

II. *The Flag Salute was led by Mr. Walsh.*

III. *The Sunshine Law Statement was read by Mr. Marmora.*

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 are posted in the Borough Hall, Oradell Public Library, OPS main office, and filed with The Record and Town News and all persons requesting such notice.

IV. *Mission Statement was read by Mrs. Norian.*

The Oradell Public School is dedicated to the ongoing pursuit of educational excellence through comprehensive innovative curriculum and instruction. The District is committed to providing opportunities for social, emotional, and academic discovery to foster curiosity, courage, and character. Our goal is to prepare our students to become life-long learners who are self-directed, resilient, productive and responsible citizens.

Adopted by the Oradell Board of Education March 27, 2019

REORGANIZATION SESSION:

V. **OPEN TO THE PUBLIC - REORGANIZATION SESSION ITEMS ONLY – *None***

VI. **BOARD SECRETARY’S REPORT ON ELECTION RESULTS**

Mr. Marmora reported on the School Board Election vote totals and announced the newly elected members.

The Board Secretary calls the meeting to order and serves as President Pro-Tem until the new Board Members are sworn in and the Board elects a new President.

Election Results - It is hereby moved that the Board acknowledge the election results from November 3, 2020 as reported herein by the Business Administrator/Board Secretary.

**Annual School Election Results
Tuesday, November 3, 2020**

**Official Board Candidate Results
(3) Full Three Year Terms**

Candidate	Mail in Ballots	Election Day	Provisional	Total
Jeremy Griffin	2435	1	54	2490
Pooja Bhatia-Nigam	2046	0	53	2099
Robert J. Graham Jr.	1753	0	32	1785
Rita J. Walker	2270	0	34	2304

**Official Board Candidate Results
(1) Unexpired Two Year Term**

Candidate	Mail in Ballots	Election Day	Provisional	Total
Nancy Shapiro	2302	1	57	2360
James DelGreco	1530	0	50	1580

1. Oath is administered by the Board Secretary based on these results to the following newly elected Board Members:

Jeremy Griffin	3 Years
Pooja Bhatia-Nigam	3 Years
Rita J. Walker	3 Years
Nancy Shapiro	2 Years

2. Roll Call – Mrs. Bhatia-Nigam, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Mr. Derian, and Mrs. Watson-Nichols. Mr. Griffin was absent.

Also in Attendance: Barbara Longo, Interim Superintendent
John M. Marmora, Business Administrator/Board Secretary

3. Oradell Board of Education Trustees and Expiration of Terms of Office:

<u>Trustee</u>	<u>Expiration of Term</u>
Pooja Bhatia-Nigam	2023
Gregory Derian	2021
Jeremy Griffin	2023
Robin Levy	2021
Katherine Norian	2021
Nancy Shapiro	2022
Rita Walker	2023
John Walsh	2022
Dorothy Watson-Nichols	2022

4. Nomination and Election of President - The Board Secretary receives nominations for the election of the President of the Board. If there is more than one nomination, the Board votes, via written, signed ballots, tabulated by the Board Secretary.

Mr. Derian nominated Mrs. Dorothy Watson-Nichols. There were no other nominations. Roll Call vote of 7 ayes and 1 abstention electing Mrs. Nichols as president. Mr. Griffin was absent.

Roll Call – Mrs. Bhatia-Nigam, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, and Mr. Derian. Mrs. Watson-Nichols abstained. Mr. Griffin was absent.

Mr. Marmora relinquishes the chair to Mrs. Nichols, newly elected president.

5. Nomination and Election of Vice-President - The Board President receives nominations for the election of the Vice-President of the Board. If there is more than one nomination, the Board votes, via written, signed ballots, tabulated by the Board Secretary.

Mr. Walsh nominated Mr. Gregory Derian. There were no other nominations. Roll Call vote of 6 ayes, 1 nay, and 2 abstention electing Mr. Derian as Vice-President.

Roll Call – Mrs. Levy, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Mrs. Watson. Mrs. Norian voted no. Mrs. Bhatia-Nigam and Mr. Derian abstained. Mr. Griffin was absent.

6. Code of Ethics – It is hereby moved, that the Board adopts the following Code of Ethics developed by the New Jersey School Boards Association as the code to which each Oradell Board Member subscribes:

Mrs. Nichols asked that each of the Board Members read aloud a statement from the code of ethics. A motion by Mr. Griffin, seconded by Mrs. Walsh and carried a roll call vote of 8-0 the Board approved the Code of Ethics. Mr. Griffin was absent.

I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

I will confine my board action to policymaking, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.

I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrative officer.

I will support and protect school personnel in proper performance of their duties.

I will refer all complaints to the chief school administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Mrs. Nichols asked for a motion for a consent vote on agenda items 7-14. A motion by Mrs. Norian, seconded by Mr. Walsh and carried a roll call vote of 7-0 the Board approved items 7-14. Mrs. Bhatia-Nigam abstained. Mr. Griffin was absent.

7. Calendar of Meeting Dates for 2021 – It is hereby moved that the Board approves the below listed schedule of meeting dates for 2021 to be held on the 2nd and 4th Wednesday of the month (unless otherwise stated) beginning at 7:30 p.m. in the OPS Auditorium and remotely through Zoom until further notice.

January 20, 2021
January 28, 2021 [Business & Board Retreat]
February 10, 2021
February 24, 2021
March 10, 2021
March 24, 2021
April 14, 2021
April 28, 2021
May 12, 2021
May 26, 2021
June 9, 2021
June 23, 2021
July 14, 2021
July 28, 2021 [Retreat]
August 11, 2021
September 8, 2021
September 22, 2021
October 13, 2021
October 27, 2021
November 10, 2021
December 8, 2021
January 5, 2022 [Re-org. Mtg.]

Note: Public Work/Business Session meetings are held on the 2nd and 4th Wednesday of the month (unless otherwise stated) beginning at 7:30 p.m. in the Auditorium. Action is taken

at all Public Work/Business Session meetings. Closed Session meetings may precede and/or follow the Work/Business Session meetings. Meeting location, dates & times are subject to change. Notices for all meetings (scheduled, non-scheduled, cancelled or changed) are posted in the Business Office, the hall outside OPS main office, The Oradell Public Library, The Oradell Town Hall and district website (www.oradellschool.org).

8. Designation of Official Board of Education Newspapers - It is hereby moved that the Board designates The Record, and The Town News as the official newspapers of the Oradell Board of Education for bid advertisements, and be it further resolved that the Board Secretary/Business Administrator is authorized to advertise for bids and other legal advertisements.
9. Board Policies, Regulations and Job Descriptions – It is hereby moved that the Board adopts all existing Board Policies, Regulations, and Job Descriptions currently in force for the SY 2020 - 2021, subject to revision, adoption, and continuous review by the Board, until the next reorganization meeting in January 2022.
10. Designation of Companies to Provide Voluntary Insurance - It is hereby moved that the Board approve the following companies to provide voluntary insurance plans to the employees of the Oradell Board of Education until the next reorganization meeting in January 2022.

Prudential
AFLAC

11. 403 (B) Agent Authorization- It is hereby moved that the Board approve the following 403(B) plans until the next reorganization meeting in January 2022:

AXA Equitable Life Insurance Company
Brighthouse (Metropolitan Life Investors)
The Variable Annuity Life Insurance Company
The Vanguard Company
Invesco (Oppenheimer)
Security Benefit (NEA)

12. Prescribed Mileage Reimbursement – It is hereby moved that the Oradell Board Education approves the reimbursement rate for auto travel at \$0.35 per mile to conform with the per mile rate established by the OMB Circular for the calendar year 2021.
13. Cash Management – It is hereby moved that the Oradell Board of Education authorizes the Business Administrator/Board Secretary to perform the following:
 - Transfer funds among the various bank accounts of the District.
 - Transfer line item accounts among the various budgetary accounts.
 - Invest school funds as The Investment Officer of the Board, as permitted by statute.
 - Make payment on the Bills and Claims, prior to their approval by the Board when it is deemed necessary, and then present them for approval at the next Board Meeting

14. Appointment of Qualified Purchasing Agent – It is hereby moved that the Oradell Board of Education appoints John M. Marmora the Qualified Purchasing Agent for SY 2020 - 2021:

WHEREAS, the changes to the Public School Contracts Law gave the Boards of Education the ability to increase their bid threshold up to \$44,000; and

WHEREAS, N.J.S.A 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed, as well as, granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, John M. Marmora, possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C 5:34-5 et seq.; and

WHEREAS, the Oradell Board of Education desires to increase the bid threshold as provided in N.J.S.A18:A-3, now, therefore be it

RESOLVED, that the governing body of the Oradell Board of Education, in the County of Bergen, in the State of New Jersey, hereby increases its bid threshold to \$44,000.00; and it further

RESOLVED, that the governing body hereby appoints John M. Marmora, as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C 5:34-5.2, the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of John M. Marmora's certification to the Director of the Division of Local Government Services, as required

PUBLIC WORK/BUSINESS SESSION MEETING:

VII. ROLL CALL

Present: Mrs. Bhatia -Nigam, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Mr. Derian and Mrs. Nichols. Mr. Griffin was absent.

Also present were Mrs. Longo, Interim Superintendent, John M. Marmora, Business Administrator/Board Secretary, 1 member of the administration, and approximately 8 virtual members of the public.

VIII. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY – None

IX. BOARD PRESIDENT’S REMARKS – None

X. INTERIM SUPERINTENDENT’S REPORT – None

XI. BUSINESS ADMINISTRATOR’S REPORT – None

XII. MINUTES

A motion by Mr. Walsh, seconded by Mrs. Walker, the approval of the Special Meeting Minutes of 11/9/20, 11/10/20, 11/30/20, 12/3/20, & 12/7/20 and Meeting Minutes of 11/11/20, and the review of meeting minutes of 12/9/2020 were approved and carried by a roll call vote of 7-0. Mrs. Bhatia-Nigam abstained. Mr. Griffin was absent.

REVIEW OF MEETING MINUTES

- December 9, 2020 Work/Business Section

APPROVAL OF MEETING MINUTES

- December 7, 2020 Special Meeting
- December 3, 2020 Special Meeting
- November 30, 2020 Special Meeting
- November 11, 2020 Work/Business Section
- November 10, 2020 Special Meeting
- November 9, 2020 Special Meeting

XIII. COMMITTEE REPORTS/ACTIONS

A. ADMINISTRATIVE ITEMS

Mrs. Walker inquired about A1 & A2. Mrs. Longo responded.

A motion by Mrs. Derian, seconded by Mr. Walsh, and carried by a roll call vote of 8-0 the Board approved A1 – A2. Mr. Griffin was absent.

- A1. **REVISE 11/11/20:** The Board approves the formation of the Affirmative Action Team (AAT) for the purpose of revising the Comprehensive Equity Plan for 2020-2021. AAT members are:

Barbara Longo – District Affirmative Action Officer

~~Michael Hagopian, Assistant Principal – School Administrator~~

Shannon Sharkey, Director of Children Services – School Administrator

Jean Cleary, ESL – Teacher

- A2. **Approval of SY 2020-2021 Statement of Assurance Regarding the Use of Paraprofessional Staff** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves SY 2020-2021 Statement of Assurance Regarding the Use of Paraprofessional Staff.

- B. **BUILDING & GROUNDS/ SAFETY-** Mr. Derian, Chairperson – *None*

- C. **CURRICULUM-** Mrs. Norian, Chairperson

Mrs. Norian noted the curriculum committee meeting minutes were in the board packet and reported on new curriculum that will be board approved in the future.

- D. **FINANCE/ TECHNOLOGY-** Mrs. Shapiro, Chairperson

Mrs. Shapiro reported on the last finance committee meeting and that the auditors are wrapping up the 2019-2020 SY audit.

A motion by Mrs. Shapiro, seconded by Mr. Walsh, and carried by a roll call vote of 7-0 the Board approved D1 – D9. Mrs. Bhatia-Nigam abstained. Mr. Griffin was absent.

- D1. Hand Check Payroll Register for **December 15, 2020**– It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Payroll Hand Check Register for December 15, 2020 in the amount of **\$410,609.98**.

- D2. Hand Check Payroll Register for **December 23, 2020**– It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Payroll Hand Check Register for December 23, 2020 in the amount of **\$368,847.93**.

- D3. Check Register for **December 9, 2020 - January 6, 2021** - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the December 9, 2020 - January 6, 2020 Check Register in the amount of **\$329,684.64** check numbers **990037-990038** and **021739 - 021784**.

- D4. Approval of the **Financial Reports** of the Board Secretary and Treasurer – It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approve the Report of the Board Secretary, A148, and the Treasurer, A149, as of **November 30, 2020**.

- D5. **Transfer of Funds** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the Monthly Transfers Report as of **November 30, 2020**, 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.

- D6. **Monthly Budgetary Line Item Certification** – RESOLVED, that the Board Secretary for the Oradell Board of Education certifies that pursuant to N.J.A.C 6A:23A-16.10 (c) 3 as of **November 30, 2020**, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C 6A:23A-16.10 (a) ; and

FURTHER BE IT RESOLVED, that the Oradell Board of Education certifies that pursuant to N.J.A.C. 6A:23A-16.10 (c) 4 that after review of the Board Secretary’s Report (A148) and Treasurer’s Report (A149) and the advice of district officials, we have no reason to doubt that any major account or fund has been over-expended in violation of N.J.A.C 6A:23A-16.10 (b) and that sufficient funds are available to meet the District’s financial obligation for the remainder of the fiscal year.

- D7. **REVISED 10/14/20: Approval of Special Education Programs/Services for SY 2020-21** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Programs/Services for SY 2020-21.

STUDENT #	DESCRIPTION OF PROGRAM/SERVICES	COST
110	Northern Valley Regional High School-Valley Program (ESY tuition)	7,095
	Aide(ESY)	4,340.00
	Occupational Therapy (ESY) 3x/wk. @ \$65	780.00
	Physical Therapy (ESY) 3x/wk. @ \$65	780.00
	CTC Academy (Sept-June tuition) 1:1 Aide (effective 12/2/2020 \$125/diem)	83,514.00 16,250
117	Deron School (ESY tuition)	10,378.80
	Aide (ESY)	4,650.00
	COR Behavioral-Speech 1x/wk. (7/1-8/28/2020) @ \$140	1,120
	COR Behavioral-Speech 1x/wk. (8/31-12/31/2020) @ \$140	2,520
	COR Behavioral-Speech 1x/wk. (1/1-6/30/2021) @ \$140	3,640
	Deron School (Sept-June tuition) Aide (Sept-June)	62,272.80 27,900.00

- D8. **Approval of Special Education Professional Services for SY 2020-21** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Programs/ Services for SY 2020-21.

Vendor	Service(s)	Rate
Heart to Heart, LLC	1x a week (30min) of both Occupational Therapy & Speech Therapy	\$85.00 per half hour session

D9. **Approval to Dispose of Obsolete/Surplus Equipment** – It is hereby moved, upon the recommendation of the Interim Superintendent, that the Oradell Board of Education authorizes the Interim Superintendent to dispose obsolete/surplus equipment in accordance with N.J.S.A 18A:20-5, N.J.A.C.6A:26-7.4 and Board Policy 3260-3270.

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

F. **PERSONNEL-** Mrs. Walker, Chairperson

Mrs. Walker commented on Mrs. Boccanfuso’s retirement listed on the personnel report.

A motion by Mrs. Walker, seconded by Mr. Walsh, and carried by a roll call vote of 7-0 the Board approved F1 – F2. Mrs. Bhatia-Nigam abstained. Mr. Griffin was absent.

F1. It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts and approves the Personnel Committee Report dated **January 6, 2020**.

F2. **REVISE 11/11/20:** Approval of Appointments for SY 2020 -2021 – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following appointments for SY 2020–2021, no additional stipends or salary:

1	Environmental Protection / Right to Know / PEOSHA / AHERA / Indoor Air Quality / Asbestos Management Officers	Supervisor of Building & Grounds
2	Integrated Pest Management Coordinator	Supervisor of Building & Grounds
3	Public Agency Compliance Officer / Record Custodian	School Business Administrator
4	Affirmative Action Officer & Title IX Compliance Officer	Interim Superintendent
5	Affirmative Action Officer for Students with Disabilities	Assistant Principal(s) Director of Special Services
6	Custodian of Records (OPRA)	School Business Administrator – Business Items / Personnel- Interim Superintendent
7	Custodian of Student Records	Business Administrator
8	504 Compliance Officer(s)	Assistant Principal(s)
9	Chairperson for State and Federal Mandated Programs	Interim Superintendent
10	Blood Borne Pathogens - Contact Person	School Nurse
11	District Anti-Bullying Coordinator	Principal
12	School Anti-Bullying Specialist	School Psychologist, Assistant Principal(s)
13	Liaison for Homeless Children	School Social Worker

G. **POLICY-** Mrs. Levy, Chairperson – *None*

H. **PUBLIC RELATIONS-** Mr. Griffin, Chairperson – *None*

I. **COVID-19 TASK FORCE** – Mr. Griffin, Chairperson

XIV. OPEN TO THE PUBLIC - None

XV. OLD BUSINESS

Mrs. Levy wished all a happy new year and thanked Mr. Butcher for his work with the Holiday Sing Along. Mrs. Levy also thanked the Administration Team for their production of “The Giving Tree”.

Mrs. Shapiro was impressed with how well done the Oradell Public School Newsletter came out. She also commented on how much she enjoyed the Holiday Sing Along and the production of “The Giving Tree”.

Mrs. Walker thanked the Community for putting their trust in her and electing her for three more years.

Mrs. Walker also asked for an update on the newly formed COVID Task Force Committee. Mr. Derian and Mrs. Nichols responded and the Board engaged in a discussion about the committee.

Mrs. Bhatia-Nigam thanked the Oradell community for electing her and expressed her excitement to service the community and also enjoyed the Holiday Sing Along and “The Giving Tree” production.

XVI. NEW BUSINESS - None

XVII. ADJOURNMENT

A motion by Mrs. Norian, and seconded by Mr. Walsh, and carried a roll call vote of 8-0, the meeting was adjourned at 8:12 pm. Mr. Griffin was absent.

Respectfully Submitted,



*John M. Marmora
Business Administrator/Board Secretary*