

ORADELL BOARD OF EDUCATION

ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING

Remote/Virtual Meeting

June 10, 2020

MINUTES

- I.** *The meeting was called to order at 7:34pm by Mrs. Nichols.*
- II.** *The Flag Salute was waived.*
- III.** *The Sunshine Law Statement was read by Mrs. Nichols.*
All requirements of the Open Public Meetings Act 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. Derian.*
The Oradell Public School District 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 responsible citizens.

Adopted by the Oradell Board of Education March 27, 2019
- V.** **ROLL CALL**

Present: Mr. Castro, Mr. Derian, Mr. Griffin, Mrs. Levy, Mrs. Nichols, Mrs. Norian, Mrs. Shapiro, Mrs. Walker and Mr. Walsh.

Also present were Barbara Longo, Interim Superintendent, John M. Marmora, Business Administrator/Board Secretary, 4 members of the administration, and approximately 34 members of the public.
- VI.** **OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY- None**

VII. BOARD PRESIDENT'S REMARKS

Mrs. Nichols commented that the first meeting of June is one of the Board's favorites, as they have a chance to recognize a lot of people. Mrs. Nichols also noted that some of the usual staff recognitions that occur during this meeting will be moved to the fall when we can hopefully all be together.

1. Recognition of Odyssey of the Mind Students

Tracey Schaum, Leader of the Odyssey of the Mind Team, spoke about the team's accomplishments, as well as the challenges the team faced due to the pandemic. Mrs. Nichols congratulated the students individually. Some of the students who participated in the Odyssey of the Mind competition expressed their experience with the team this year. Conversation ensued between the Board members on how proud they are of the students.

2. Recognition of Retiring Staff Members:

- Carol Richardi – 32 years of service
- Rina Kouyoumdjian – 21 years of service

Mrs. Nichols read resolutions for each of this year's retirees and presented them each with a gift. Carol Richardi joined the virtual meeting and a video was played honoring her service to OPS. Colleagues and Board members all spoke on their experiences with these retirees. Ms. Richardi addressed the board and spoke about her experience at OPS over the course of 32 years, thanked the whole OPS family and noted that what she will miss the most is singing with the children.

Mrs. Nichols also recognized Carol Blakeslee for her over 20 years of service to the district and wished her well with her new opportunity at the Oradell Public Library.

A short recess followed for Mrs. Nichols to present Ms. Richardi with her gift.

VIII. INTERIM SUPERINTENDENT'S REPORT

Mrs. Longo gave congratulations to the Odyssey of the Mind Team and this year's retirees. Mrs. Longo reported that the 6th grade packets have been hand delivered today and also congratulated the 6th grade students who will be moving on to the middle school next year.

IX. BUSINESS ADMINISTRATOR'S REPORT

Mr. Marmora also gave congratulations to the Odyssey of the Mind Team and this year's retirees. Mr. Marmora reported that this year's New Jersey School Boards Association conference will be a virtual conference held on October 20 – 22.

X. MINUTES

A motion by Mr. Walsh, seconded by Mrs. Norian, the approval of the 05/13/2020 Meeting Minutes and the review of Special Meeting Minutes of 05/13/2020 and Meeting Minutes of 5/27/2020, were approved and carried by a roll call vote of 9-0.

REVIEW OF MEETING MINUTES

- May 13, 2020 Special Meeting
- May 27, 2020 Work/Business Section

APPROVAL OF MEETING MINUTES

- May 13, 2020 Work/Business Section

XI. COMMITTEE REPORTS/ACTIONS

A. ADMINISTRATIVE ITEMS

A motion by Mr. Derian, seconded by Mr. Walsh, and carried by a roll call vote of 9-0 the Board approved A1.

A1. Approval of the Comprehensive Equity Plan Statement of Assurance 2020-2021

B. BUILDING & GROUNDS/ SAFETY- Mr. Derian, Chairperson

Mr. Derian reported on the 5/28/2020 committee meeting which focused on this year's budget surplus and end of the year maintenance projects that need to be addressed. Custodian schedules were also discussed.

C. CURRICULUM- Mrs. Norian, Chairperson

Mrs. Norian reported that the next Curriculum meeting will take place after commencement.

D. FINANCE/ TECHNOLOGY- Mrs. Shapiro, Chairperson

Mrs. Shapiro commented on some of the agenda resolutions, noting that many of the 20/21 school year contracts have been renewed at the same rate as last year or at a nominal increase. Mrs. Shapiro also reported that the bid threshold will increase beginning July 1, 2020.

Mrs. Walker thanked Mrs. Shapiro for her report as it had answered some of her questions she had prepared to ask.

A motion by Mrs. Shapiro, seconded by Mr. Walsh, and carried by a roll call vote of 9-0 the Board approved D1-D18.

- D1. Hand Check Payroll Register for **May 29, 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 May 29, 2020 in the amount of **\$364,370.10**.
- D2. Check Register for **June 10, 2020** - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the June 10, 2020 Check Register in the amount of **\$20,764.04** check numbers **1415 - 1422 and 021240 - 021264**.
- D3. Approval of Copier Lease with **Atlantic Tomorrow’s Office/Municipal Finance Capital** - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the lease agreement with Atlantic Tomorrow’s Office, for 60 months, at a total cost of **\$695** per month, plus **\$0.004** per black/white copy and **\$0.06** per color copy in accordance with New Jersey Term Contract A40467:

Model	Location	Cost per Month
Canon IR C7260	Board Office	\$335
Canon 8295	Elevator Room	\$360

- D4. Approval of Extraordinary Unspecifiable Services (EUS):

WHEREAS, the Public School Contracts Law (N.J.S.A 18A:18A-1 et.seq.) defines Insurance as an Extraordinary Unspecifiable Service (EUS) N.J.S.A 18A:18A-5a(2) requiring that the awarding of contracts without competitive bidding must be approved by resolution of the district; and meeting without advertising for bids;

NOW THEREFORE BE IT RESOLVED, by the ORADELL BOARD OF EDUCATION that the following insurance broker is appointed for the **2020-2021 SY:**

Insurance Broker

Balken Risk Management Services
Morristown, New Jersey

- D5. Approval of Extraordinary Unspecifiable Services (EUS):

WHEREAS, the Public School Contracts Law (N.J.S.A 18A:18A-1 et.seq.) defines Insurance as an Extraordinary Unspecifiable Service (EUS) N.J.S.A 18A:18A-5a(2) requiring that the awarding of contracts without competitive bidding must be approved by resolution of the district; and meeting without advertising for bids;

NOW THEREFORE BE IT RESOLVED, by the ORADELL BOARD OF EDUCATION that the following insurance broker is appointed for the **July 1, 2020- July 31, 2020:**

Employee Medical Benefits Broker Balken Risk Management Services
Morristown, New Jersey

- D6. Approval for Professional Services – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following appointment:

WHEREAS, there exists a need for auditing services and,

WHEREAS, Audit Services are to be provided by **Derch, Vinci and Higgins, LLP** and

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award contracts for “Professional Services” with competitive bids must be publicly advertised.

NOW THEREFORE, BE IT RESOLVED the Oradell Board of Education appoints the following professional services:

1. Derch, Vinci and Higgins, LLP Fair Lawn, New Jersey is appointed for auditing and accounting services from **July 1, 2020 – June 30, 2021** with billing rates as follows:

FY 21 Annual Audit Related Services	\$27,150
Title	Rate
Partners	\$150-\$175 per hour
Managers	\$125-\$140 per hour
Senior Accountants/Supervisors	\$90-\$115 per hour
Staff Accountants	\$75-\$80 per hour
Other Personnel	\$45 per hour

This appointment is made without competitive biddings as “Professional Services” under provisions of N.J.S.A. 40:11-1 et seq. because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in The Record as required by law, within ten (10) days of its passage, starting in nature, duration, service and amount, and that the resolution and contract are on file in the Business Office.

- D7. Approval for Professional Services – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following appointment:

WHEREAS, there exists a need for legal services and,

WHEREAS, Legal Services are to be provided by **Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC** and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award contracts for “Professional Services” with competitive bids must be publicly advertised.

NOW THEREFORE, BE IT RESOLVED the Oradell Board of Education appoints the following professional service:

Anthony Sciarrillo, of the Firm of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC as Board Attorney from **July 1, 2020 – June 30, 2021** at the rate of **\$165* per hour. This reflects no increase from the prior year.**

This appointment is made without competitive biddings as “Professional Services” under provisions of N.J.S.A. 40:11-1 et seq. because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

BE IT FURTHER RESOLVED, that a brief notices of this action shall be printed once in The Record as required by law, within ten (10) days of its passage, starting in nature, duration, service and amount, and that the resolution and contract are on file in the Business Office.

- D8. Approval of **Educational Data Services, Inc.** for the **2020-2021 SY** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the renewal with Ed-Data Services, Inc., for Cooperative Bidding Maintenance Program from July 1, 2020 – June 30, 2021 in the amount of **\$2,510.00** for the licensing and maintenance fee. This reflects no increase from the prior year.

- D9. Approval of **Computer Solutions, Inc.** for the **2020-2021 SY** – it is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves an agreement with Computer Solutions, Inc. for Budgetary, Payroll and Human Resources Software Support from July 1, 2020 – June 30, 2021 for an annual cost of **\$7,560**. A 2% discount is offered for full payment made prior to July 31, 2020.
- D10. Approval of **Frontline Technologies** for the **2020-2021 SY** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the Attendance-Substitute and Employee Evaluation Management Software from July 1, 2020 – June 30, 2021 at a cost of **\$6,967.31**.
- D11. Approval of **Realtime Information Technology, Inc.** for the **2020-2021 SY** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Professional Consultant/Computer Management Services be approved by the Board to provide student information system software and support from July 1, 2020 – June 30, 2021 at a cost of **\$15,595.95**.
- D12. Approval of **Eastern Datacomm, Inc.** for the **2020-2021 SY** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the maintenance services for the Shoretel Telephone System from August 13, 2020 – August 12, 2021 in the amount of **\$9,303**.
- D13. Approval of **Zumu Software** for the **2020-2021 SY** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the website hosting services from July 1, 2020 – June 30, 2021 at a cost of **\$2,900.00**.
- D14. Approval of **JAMF Pro (Casper Suite)** for **2020-2021 SY** – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approve of JAMF Pro (Casper Suite) for iOS and MAC from July 15, 2020 - July 15, 2021, at a cost of **\$7,000**.
- D15. Approval of Procurement of Goods – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following:

WHEREAS, Title 18A:18A-10 provides that “A Board of Education without advertising for bids, or having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services

pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property”, and

WHEREAS, the Oradell School District Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Oradell School District Board of Education desires to authorize its purchasing agent for the period **July 1, 2020 to June 30, 2021** to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED, that the Oradell School District Board of Education does hereby authorize the district purchasing agent to make purchase of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as indicated on the State of New Jersey website at:

<https://www.state.nj.us/treasury/purchase/>

D16. Approval to Participate in **Cooperative Pricing Agreements** – RESOLVED, that the Board approve continued participation in the following Cooperative Pricing Agreements for **2020-2021 SY**:

1. Educational Data Services Inc.
2. Hunterdon County Educational Services Commission
3. Middlesex Regional Educational Services Commission of New Jersey
4. U.S. Communities Government Purchasing Alliance
5. New Jersey Cooperative Purchase Alliance

D17. **Resolution Increasing the Bid Threshold—Qualified Purchasing Agent**

WHEREAS, John M. Marmora School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from \$40,000 to **\$44,000**, effective **July 1, 2020**;

NOW, THEREFORE BE IT RESOLVED that the Oradell Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **\$44,000** for the Board of

Education, and further authorizes John M. Marmora, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

- D18. **Revise 1/22/20:** Approval of a **2019-2020 SY** Related Services contract with The COR Behavior Group – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves a contract with The COR Behavior Group for Speech Therapy services at \$140 per one hour for each session with student #117 not to exceed ~~\$7,000~~ \$9,000.

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

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

A motion by Mrs. Walker, seconded by Mr. Walsh, and carried by a roll call vote of 9-0 the Board approved F1-F3.

- F1. It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts and approves the Personnel Committee Report dated June 10, 2020.
- F2. Resolution for Ms. Rina Kouyoumdjian on her Retirement - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following resolution for Ms. Rina Kouyoumdjian, on her Retirement:

RESOLUTION

WHEREAS, Ms. Rina Kouyoumdjian has tendered her resignation as a Lunch Aide in the Oradell Public School District to become effective July 1, 2020, after 21 years of service, all of which were spent in dedicated and faithful service to the Oradell Public School District, and

WHEREAS, during her many years in our school system she has imparted her knowledge and understanding of the educational needs for the students of the Oradell Public School District, and

WHEREAS, she has given unselfishly of her time and effort in the interest and welfare of the children of our school district,

NOW, THEREFORE, BE IT RESOLVED that the Oradell Board of Education hereby recognizes Ms. Rina Kouyoumdjian's contribution to the district and expresses its appreciation of her dedicated services and

directs that this resolution be included in the minutes of the Board and that a copy be presented to Ms. Rina Kouyoumdjian as a token of its esteem.

- F3. Resolution for Ms. Carol Richardi on her Retirement - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following resolution for Ms. Carol Richardi, on her Retirement:

RESOLUTION

WHEREAS, Carol Richardi has tendered her resignation as a Music Teacher in the Oradell Public School District to become effective July 1, 2020, after 32 years of service, all of which were spent in dedicated and faithful service to the Oradell Public School District, and

WHEREAS, during her many years in our school system she has imparted her knowledge and understanding of the educational needs for the students of the Oradell Public School District, and

WHEREAS, she has influenced the lives of many boys and girls with her deep understanding and has earned their love and respect as well as that of their parents and her colleagues, and

WHEREAS, she has given unselfishly of her time and effort in the interest and welfare of the children of our school district,

NOW, THEREFORE, BE IT RESOLVED that the Oradell Board of Education hereby recognizes Ms. Richardi's contribution to the district and expresses its appreciation of her dedicated services and directs that this resolution be included in the minutes of the Board and that a copy be presented to Ms. Carol Richardi as a token of its esteem.

- G. **POLICY**- Mrs. Levy, Chairperson

Mrs. Levy reported that there will be several policies that will be reviewed and will look for updates from NJSBA over the summer.

- H. **PUBLIC RELATIONS**- Mr. Griffin, Chairperson

Mr. Griffin reminded the Board to submit questions to him regarding the Distanced Learning survey. The Public Relations committee will be meeting next week. Mr. Griffin clarified that this is the survey already going out to the parents, not a separate survey.

XII. OPEN TO THE PUBLIC - None

XIII. OLD BUSINESS - None

XIV. NEW BUSINESS

Mrs. Norian commented that with the state's budget shortfall, if we heard anything about the district's state aid. Mr. Marmora responded that the state released proposed figures that would see the district's state aid cut by approximately \$66,000.

Mr. Castro asked what the impact would be on our budget regarding this reduction. Mr. Marmora responded that the loss of aid was not specific to any part of the budget and we would have to wait for an official number to be released. Mrs. Nichols asked if the reduction was factored into the final 20/21 budget. Mr. Marmora responded that it wasn't. Mr. Derian commented that the reduction will not be catastrophic.

XV. ADJOURNMENT

A motion by Mrs. Norian, seconded by Mr. Walsh, and carried by a roll call of 9-0, the meeting was adjourned at 8:54pm.

Respectfully Submitted,



*John M. Marmora
Business Administrator/Board Secretary*