

ORADELL BOARD OF EDUCATION  
ORADELL, NEW JERSEY 07649

REGULAR PUBLIC BUSINESS MEETING

MINUTES

NOVEMBER 28, 2001

**I. CALL TO ORDER**

The Regular Public Business Meeting of the Oradell Board of Education was called to order at 8:04 p.m. by President Shinevar.

**II. FLAG SALUTE**

The flag salute was led by Mrs. Norian.

**III. SUNSHINE LAW STATEMENT**

The Sunshine Law Statement was read by Mrs. Shinevar.

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 Borough Clerk, posted in Borough Hall and the Oradell Free Public Library, faxed to the Town News, The Record, and all persons requesting such notice on November 15, 2001.

**IV. MISSION STATEMENT**

The Mission Statement was read by Mr. Feigenson.

The Mission of the Oradell School District is to develop in each student strong self-esteem, ethical values, respect and an appreciation of diversity and passion for learning to enable every student to perform at his/her maximum potential through a flexible and inclusive educational system.

To accomplish this, the Board, in active collaboration with parents, staff and administration, and in partnership with the total community, will provide a comprehensive and academically challenging educational program that responds to the unique and changing needs of students and society.

Adopted by the Oradell Board of Education December 20, 1993

**V. ROLL CALL**

**PRESENT:** Mr. Julis, Mrs. LaForgia, Mrs. Landau, Mrs. Looram, Mrs. Norian,  
Mr. Walsh, Mr. Feigenson, Mrs. Shinevar

**ABSENT:** Mr. Spadaccini

Also present were Mr. Jeffrey Mohre, Superintendent, John Esposito, Business Administrator/Board Secretary and approximately twelve members of the public.

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

There were no comments made at this time by the public.

**VII. MINUTES**

**APPROVAL OF MINUTES**

It was moved by Mr. Feigenson, seconded by Mr. Walsh, that the Board of Education approve the Minutes of the Special Closed Executive Meetings (two) of Thursday, October 11, 2001.

**ROLL CALL**

**Motion carried by roll call vote with one abstention (Mrs. Loram).**

It was moved by Mrs. Landau, seconded by Mr. Walsh, that the Board of Education approve the Minutes of the Regular Public Business Meeting of Wednesday, October 17, 2001.

**ROLL CALL**

**Motion carried by roll call vote with one abstention (Mrs. Loram).**

It was moved by Mr. Walsh, seconded by Mrs. Landau, that the Board of Education approve the Minutes of the Special Public Meeting of Wednesday, November 7, 2001.

**ROLL CALL**

**Motion carried by roll call vote with one abstention (Mrs. Loram).**

**VIII. SUPERINTENDENT'S REPORT/BOARD PRESIDENT'S REMARKS**

Mr. Jeff Bliss of the auditing firm of Lerch, Vinci & Higgins provided an overview of the District's 2000-2001 year end audit. The Board asked questions of Mr. Bliss and discussed the findings of the audit.

A brief discussion took place regarding the new law enacted (A1755) as directed by the NJ Department of Education. Additionally, each Board member received a copy of the letter dated November 7, 2001, with attachments and was asked to sign two acknowledgment forms – one to be returned to the Bergen County

Department of Education and one to be kept on file in the Oradell Board of Education's office.

Mr. Mohre then gave his report, which included:

- The Board meeting of December 12 will commence at 7:30 in order to honor second grade students.
- A meeting with Mr. McCue and borough officials will be held Monday, December 17 to discuss traffic flow around the building.
- Parent-teacher conferences are next week and parents will be invited to the technology lab during the conference periods to view student projects and gain insight into software used at each grade level.
- The Professional Development plan is due to the County Office by November 30. He stated that this plan will reflect on current plans and have input from all staff. He thanked Mrs. Maklin and the other committee members for their hard work in creating the plan, which will be sent to the Board as an informational item on December 7. Approval by the Board would likely occur in the spring following approval by the County Office.
- Strategic Planning: Mr. Mohre reviewed this process and noted that a great deal of work had gone into moving the plan to where it is today. He commented on Mr. Albano's work in facilitating the process and allowing the new Superintendent to complete the plan. He stated that the number of committees had been consolidated from six to three and that chairpersons were now working on identifying the activities, potential funding implications and individuals responsible for achieving the plan's goals and strategies.

A separate Board meeting was tentatively set for Thursday, January 17 to present the final plan. The Superintendent thanked staff and the community for their hard work, effort and professionalism in formulating the Strategic Plan. Mrs. Shinevar asked if the funding implications would be discussed at that meeting, and Mr. Mohre responded that the plan would include potential finance issues.

Mrs. Shinevar then addressed the Board regarding several issues, including:

- Postponing the agenda item regarding administrator goals until the end of the meeting, as the Board first needed to enter Closed Session to discuss them.
- The Board Action Plan and policies regarding effective and efficient Board meetings will be addressed at the January work session because of the work planned for December 12.

The Board president complimented all the committees on their hard work and efforts.

## **IX. COMMITTEE ACTION**

A. FINANCE – Mr. Walsh, Chairperson

1. Monthly Certifications – It was moved by Mr. Walsh, seconded by Mrs. Landau, that the Financial Report of the Board Secretary and the Treasurer of School Moneys for the month end of October, 2001, be accepted as attached and, furthermore, that the Board certify in accordance with N.J.A.C. 6:20-2A.10 (e) that no major account or fund in the 2001/2002 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.

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

2. Payment of Invoices – It was moved by Mr. Walsh, seconded by Mr. Feigenson, that the invoices for the period of October 18, 2001 through November 28, 2001 be approved as follows:

Fund 11 ( <i>General Current Expense</i> )	\$ 695,092.02
Fund 12 ( <i>Capital Outlay</i> )	\$ .00
Fund 20 ( <i>Special Revenue</i> )	\$ 71,576.30
Fund 40 ( <i>Debt Service Fund</i> )	\$ 385,380.21
Fund 55 ( <i>Milk</i> )	\$ 1,128.72
Fund 50 ( <i>Summer School</i> )	\$ .00
TOTAL	\$1,153,177.25

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

3. Transfer of Funds – It was moved by Mr. Walsh, seconded by Mr. Feigenson, that the Board approve the transfer of funds as noted:

Meeting of November 28, 2001  
Transfer of Funds\*

#	From Account (Credit)	To Account (Debit)	Credit	Debit
1	11-000-291-270-00-0000	11-000-216-320-00-0000	\$41,433.00	\$41,433.00
2	Unreserved Balance	11-000-216-320-00-0000	\$33,980.00	\$33,980.00
3	11-000-261-420-00-0607	11-000-261-300-00-0607	\$10,496.00	\$10,496.00
4	12-000-260-730-00-0605	11-000-216-320-00-0000	\$10,052.50	\$10,052.50
5	12-000-260-730-00-0605	11-150-100-101-00-1127	\$9,947.50	\$9,947.50
6	11-000-262-610-00-0607	11-000-262-100-00-0614	\$5,961.80	\$5,961.80
7	11-000-230-331-00-0103	12-000-210-732-00-0000	\$3,190.00	\$3,190.00
8	11-000-222-600-01-0212	11-000-223-500-00-0217	\$2,500.00	\$2,500.00
9	11-000-216-610-00-0815	11-000-291-331-00-0000	\$1,000.00	\$1,000.00

10	11-000-223-320-00-0214	11-000-290-610-00-0100	\$957.42	\$957.42
11	11-000-219-600-00-0202	11-230-100-101-00-0220	\$855.00	\$855.00
12	11-000-230-440-00-0000	11-000-223-500-00-0217	\$558.84	\$558.84
13	11-000-223-320-00-0214	11-000-230-530-00-0604	\$331.88	\$331.88
14	11-000-223-320-00-0214	11-120-100-101-00-0220	\$150.00	\$150.00
<b>Total</b>			<b>\$121,413.94</b>	<b>\$121,413.94</b>

\* Transaction Date For Above Transfers 10/31/01

## ROLL CALL

**Motion carried by a unanimous roll call vote.**

4. Acceptance of the Comprehensive Annual Financial Report (CAFR) – It was moved by Mr. Walsh, seconded by Mr. Feigenson, upon the recommendation of the Superintendent, that the Board approve the CAFR for the fiscal year ended June 30, 2001, and the Corrective Action Plan prepared by the Business Administrator.

## ROLL CALL

**Motion carried by a unanimous roll call vote.**

- B. PERSONNEL – Mr. Feigenson, Chairperson
  1. Approval of Annual Goal for Director of Special Services
  2. Approval of Annual Goal for the Principal

NOTE: These items were postponed until after closed session and are included in XV. New Business.

- C. BUILDING & GROUNDS – Mr. Spadaccini, Chairperson

1. The District's Five Year Long Range Facility Plan (LRFP) – It was moved by Mr. Walsh, seconded by Mrs. LaForgia, upon the recommendation of the Superintendent in concert with the Business Administrator/Board Secretary, that the Oradell Public School District has identified no major projects in its Five Year Long Range Facility Plan that will be initiated in the 2002/03 school year. The District will review its LRFP annually to determine the costs, potential state aide, or grant funds available for future projects.

Accordingly, no additional funds will be placed in its capital reserve fund for the 2002/03 school year.

## **ROLL CALL**

**Motion carried by a unanimous roll call vote.**

### **D. CURRICULUM – Mrs. Norian, Chairperson**

Mrs. Norian reviewed the topics discussed at the recent meeting, including:

- Revised Five Year Curriculum Development Plan
- A draft of the World Language Curriculum Guide
- Bi-borough/Tri-District Articulation Efforts: Social Studies and World Language
- In-house Language Arts Committee

Mr. Mohre talked about coordinating efforts between the schools, as well as some form of sixth grade orientation. He suggested using the French and Spanish clubs to facilitate these efforts. Mrs. Shinevar thanked the committee for its hard work.

### **E. POLICY/LAW – Mr. Julis, Chairperson**

1. Approval of Policies – It was moved by Mr. Julis, seconded by Mrs. LaForgia, upon the recommendation of the Superintendent, that the Board approve the following policies for first reading:

#5141.21	-	Administering Medication
#5141.4	-	Child Abuse and Neglect
#6114	-	Emergency Preparedness

## **ROLL CALL**

**Motion carried by a unanimous roll call.**

The reading was followed by a discussion of the changes and implications of each policy. Suggested changes will be made by Mr. Esposito.

### **F. PUBLIC RELATIONS – Mrs. Loram, Chairperson**

Mrs. Loram stated that the committee was finalizing a brochure intended for the public regarding the protocol and organization of Board meetings.

## **X. OLD BUSINESS**

Mrs. LaForgia and Mrs. Landau talked about the NJSBA delegate assembly they attended. They noted that everything presented to the delegates for voting was passed, and the results will be discussed in an upcoming School Board Notes issue.

One item was added to the Action Item list by Board consent: Mr. Esposito will analyze the heating bills next spring to try and measure savings resulting from the newly installed energy management system.

**XI. NEW BUSINESS**

**XII. OPEN TO THE PUBLIC**

Mrs. Gerbino referenced the petition she delivered to the Board Office on November 21, 2001, regarding full-time morning aides in kindergarten classrooms. Mrs. Shinevar thanked her for the document.

Mr. Chaimson thanked the Board of Education for all the work it accomplishes.

Mrs. Loh asked about the District's emergency preparedness plan and if it was updated regularly to reflect an increase in students. The Board noted that the plan is reviewed annually and would accommodate the number of students.

Mrs. Loh also asked who the school designees would be to administer medications to children. Mr. Mohre responded that once the policy was finalized, the designees would be identified. Mrs. Loh also thanked Mr. Mohre for being proactive in dealing with the issue of food allergies in the school. She stated that a noted allergist would be speaking at the PTA meeting of January 8 and all were invited to attend.

Mrs. Peterson asked if all parents would know who the designees were for administering medication. Mr. Mohre responded that only those parents of children receiving medication would know who these individuals are.

Mr. Moran inquired about the defibrillator and if its use would be covered in the Administering Medication policy. The superintendent stated that it would be either as an addendum under that existing policy, once it is finalized, or as a separate policy.

Mrs. Gallow concurred with the parent regarding additional aides for the kindergarten classes, and thanked the Board for its consideration.

Mr. Mohre stated that the administration would conduct an investigation

regarding the parental request for additional aides and that, once the administration had reached a decision, he would notify Mrs. Gerbino in writing as she had indicated she was the contact for the petition.

Mrs. Shinevar explained to the audience how school boards operate when receiving input from parents and community members at a meeting. The Oradell Board, like others, is grateful for input but does not formulate answers on the spot. Rather, Board Members investigate and report on issues deemed important to the school and its constituencies.

### **XIII. CLOSED SESSION**

It was moved by Mrs. Landau, seconded by Mrs. LaForgia, that the Board adjourn to its first Closed Session at 10:24 p.m.

#### **ROLL CALL**

**Motion carried by a unanimous roll call vote.**

**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.

### **XIV. ADJOURNMENT**

The second portion of the Public Session was called to order at 11:13 p.m. by Mrs. Shinevar.

#### **ROLL CALL**

**Motion carried by a unanimous roll call vote.**

### **XV. NEW BUSINESS**

#### ***B. PERSONNEL – Mr. Feigenson, Chairperson***

1. Approval of Annual Goal for Director of Special Services – It was moved



by Mr. Feigenson, seconded by Mrs. Landau, upon the recommendation of the Superintendent, that the Board of Education approve an annual goal as prepared by Dr. John DiGiovachino, Director of Special Services, Curriculum and Staff Development, for the implementation of the *NJ GAINS Project* (gaining achievement in the new standards) for the 2001/02 school year.

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

2. Approval of Annual Goal for the Principal – It was moved by Mr. Feigenson, seconded by Mrs. Landau, upon the recommendation of the Superintendent, that the Board of Education approve an annual goal as prepared by Mr. William Scott Ryan, Principal, regarding a *tri-district administrative partnership*, for the 2001/02 school year.

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

**XVI. CLOSED SESSION**

Motion by Mrs. Norian, seconded by Mrs. LaForgia, that the Board adjourn to the second Closed Session at 11:14 p.m.

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

**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.

**XVII. ADJOURNMENT**

Motion by Mrs. Norian, seconded by Mr. Feigenson, that the second Closed Session of the meeting be adjourned at 11:47 p.m.

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

Respectfully submitted,



John Esposito  
Business Administrator/Board Secretary

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

**CLOSED SESSIONS OF THE REGULAR PUBLIC BUSINESS MEETING  
NOVEMBER 28, 2001  
MINUTES**

**I. CALL TO ORDER**

The First Closed Session of the Regular Public Business Meeting of the Oradell Board of Education was called to order at 10:35 p.m. by President Shinevar.

**II. ROLL CALL**

**PRESENT:** Mr. Julis, Mrs. LaForgia, Mrs. Landau, Mrs. Looram, Mrs. Norian,  
Mr. Walsh, Mr. Feigenson, Mrs. Shinevar

**ABSENT:** Mr. Spadaccini

**Also present were Mr. Jeffrey Mohre, Superintendent and Mr. John Esposito, Business Administrator/Board Secretary**

**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.

The Board reviewed performance goals for the Principal and Director of Special Services. It was suggested that Mr. Mohre provide the Board with an evaluation of both parties at year end, including specific documentation related to measurements and outcomes of the established goals. In addition, it was agreed that Mr. Mohre would furnish the Board with recommendations regarding compensation relevant to goal attainment. Mr. Mohre stated that he had planned to have Mr. Ryan and Dr. DiGiovachino submit such an evaluation during the course of the school year.

**III. ADJOURNMENT**

Motion by Mrs. Norian, seconded by Mrs. Landau, that the first Closed Session of the meeting be adjourned and the Board reconvene in open session at 11:12 p.m. for the purpose of approving the proposed resolutions discussed in this closed session.

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

**IV. CALL TO ORDER**

The second Closed Session of the Regular Public Business Meeting of the Oradell Board of Education was called to order at 11:15 p.m.

**V. ROLL CALL**

**PRESENT:** Mr. Julis, Mrs. LaForgia, Mrs. Landau, Mrs. Norian, Mr. Walsh, Mr. Feigenson, Mrs. Shinevar

**ABSENT:** Mr. Spadaccini, Mrs. Looram (She is unable to attend inasmuch as her husband is a teacher at River Dell Regional H.S.)

**Also present were Mr. Jeffrey Mohre, Superintendent and Mr. John Esposito, Business Administrator/Board Secretary**

**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.

The Board discussed the upcoming negotiations with the OEA, identifying and prioritizing issues viewed critical to the process.

**VI. ADJOURNMENT**

Motion by Mrs. Norian, seconded by Mr. Feigenson, that the second Closed Session of the meeting be adjourned at 11:47 p.m.

**ROLL CALL**

**Motion carried by a unanimous roll call vote.**

Respectfully submitted,



John Esposito  
Business Administrator/Board Secretary

