

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

PUBLIC WORK SESSION – FEBRUARY 4, 2004

MINUTES

I. CALL TO ORDER

The Public Work Session of the Oradell Board of Education was called to order at 8:03 p.m. by President Feigenson.

II. FLAG SALUTE

The flag salute was led by Mr. Gallow.

III. SUNSHINE LAW STATEMENT

The Sunshine Law Statement was read by Mr. Feigenson.

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 January 30, 2004.

IV. MISSION STATEMENT

The Mission Statement was read by Mr. Kramer.

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 designed to maximize student potential, develop responsible citizens, and promote respect for the uniqueness of all individuals.

Adopted by the Oradell Board of Education June 26, 2002

V. ROLL CALL

PRESENT: Mr. Gallow, Mr. Julis, Mr. Kramer, Mr. Walsh, Mrs. Norian, Mr. Feigenson

ABSENT: Mr. O'Connor, Mr. Spadaccini, Dr. Westlake

Also present were Mr. Jeffrey S. Mohre, Superintendent, Mr. John Esposito, Business Administrator/Board Secretary, Mr. Camins, representative from the Oradell Lion's Club, Mrs. Simon, representative from the American Heart Association, two OPS teachers and approximately 20 members of the community.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

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

VII. MINUTES

APPROVAL OF MINUTES

It was moved by Mr. Kramer, seconded by Mr. Julis, that the Board of Education approve the Minutes of the Public Work Session Meeting of Wednesday, December 10, 2003.

ROLL CALL

Motion carried by a unanimous roll call vote.

It was moved by Mr. Kramer, seconded by Mr. Julis, that the Board of Education approve the Closed Minutes of the Public Work Session Meeting of Wednesday, December 10, 2003.

ROLL CALL

Motion carried by a unanimous roll call vote.

It was moved by Mr. Kramer, seconded by Mr. Julis, that the Board of Education approve the Minutes of the Special Public Meeting of Wednesday, December 17, 2003, which was for the sole purpose of moving into Closed Session to discuss personnel.

ROLL CALL

Motion carried by a unanimous roll call vote.

It was moved by Mr. Kramer, seconded by Mr. Julis, that the Board of Education approve the Minutes of the Regular Public Business Meeting of Wednesday, December 17, 2003.

ROLL CALL

Motion carried by a unanimous roll call vote.

It was moved by Mr. Kramer, seconded by Mr. Julis, that the Board of Education approve the Minutes of the Closed Session of the Regular Public Business Meeting of Wednesday, December 17, 2003.

ROLL CALL

Motion carried by a unanimous roll call vote.

REVIEW OF MINUTES

There were no Minutes ready for review.

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

The Superintendent introduced Mr. Rubin Camins of the Oradell Lion's Club, who spoke briefly about the history and mission of the Club. He then presented awards to those sixth grade students who submitted winning entries in the Lion's annual *peace poster contest*. He thanked Mrs. Boccanfuso, OPS art teacher, for her efforts and assistance with the contest. Mr. Camins stated that a pancake breakfast sponsored by the Lions is scheduled for April 4, 2004 at Bergen Catholic High School. Mr. Mohre congratulated the students for their creativity and hard work.

Following Mr. Camin's presentation the Superintendent introduced Ms. Barbara Simon of the American Heart Association, who presented an award to Mrs. Eileen Choka, OPS physical education teacher, in recognition of the District's outstanding commitment to the *Jump Rope for Heart* program. Mr. Mohre thanked Mrs. Choka for her years of making this program a success.

Mr. Feigenson called for a short recess at 8:22 p.m. The meeting resumed at 8:30 p.m.

The Superintendent also talked about the following items:

- "21st Century Learning Expo" is Thursday evening, April 1, 2004, time to be determined. It will highlight how technology supports the learning process.
- He thanked the music teachers and students involved in the Winter Concert for a wonderful program
- There is a proposed Building & Grounds meeting scheduled for Tuesday, March 2nd, 6:30-7:00 p.m.
- The Superintendent together with the Business Administrator will meet with other districts that have already gone through a building project to gather information regarding construction management and other issues.

The Board President commented on the following items:

- Thanked the music teachers for an outstanding Winter Concert

- A meeting was held with the Town Council to discuss renting space in the middle school. Dr. DeSimon explained that there is not enough space available to support sixth grade art, music, gym, lunch, etc. The Board hoped that this would put to rest the idea that River Edge has extra, unused space that Oradell students could occupy.
- Regionalization was also ruled out in that meeting as being too costly. Therefore, River Edge is looking to expand again via new construction.
- Part-time art teacher, Ellen Heine, was injured in a fire resulting in the loss of her house. The Board agreed to send a fruit basket and/or flowers as a gift to Ms. Heine.
- Reminded everyone that election applications are available in the Board Office.

IX. COMMITTEE REPORTS/ACTION

NOTE: Motions were made as a block Agenda, except for E2 and E4, which were pulled out and voted on separately.

A. BI-BOROUGH – Dr. Westlake, Chairperson

There was no report.

B. BUILDING & GROUNDS – Mr. O'Connor, Chairperson

There was no report.

C. CURRICULUM – Mrs. Norian, Chairperson

There was no report.

D. FINANCE – Mr. Spadaccini, Chairperson

A meeting is tentatively scheduled for Wednesday, February 11 at 7:30 pm. in the Board Conference room.

1. Monthly Certifications – It was moved by Mr. Kramer, seconded by Mrs. Norian, that the Financial Reports of the Board Secretary and the Treasurer of School Moneys for the month end, December, 2003, be accepted as attached and, furthermore, that the Board certify that in accordance with N.J.A.C. 6:20-2A.10(e) that no major account or fund in the 2003/04 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. Kramer, seconded by Mrs. Norian, that the invoices for the period of December 18, 2003 through January 28, 2004, be retroactively approved to January 28, 2004, as follows:

Fund 11 (<i>General Current Expense</i>)	\$592,288.51
Fund 12 (<i>Capital Outlay</i>)	\$.00
Fund 20 (<i>Special Revenue Funds</i>)	\$ 48,189.52
Fund 40 (<i>Debt Service Fund</i>)	\$.00
Fund 50 (<i>Summer School</i>)	\$.00
Fund 51 (<i>Region V</i>)	\$ 17,441.44
Fund 55 (<i>Milk</i>)	\$ <u>652.85</u>
TOTAL	\$658,572.32

ROLL CALL

Motion carried by a unanimous roll call vote.

3. Transfer of Funds – It was moved by Mr. Kramer, seconded by Mrs. Norian, that the Board approve the following transfer of funds as noted:

**Meeting of February 4, 2004
Transfer of Funds***

#	From Account (Credit)	To Account (Debit)	Credit	Debit
1	11-000-100-566-00-0801	11-000-230-610-00-0104	\$2,000.00	\$2,000.00
2	11-000-100-566-00-0801	11-000-262-800-00-0607	\$63.00	\$63.00
3	11-000-100-566-00-0801	11-120-100-101-00-0220	\$100.00	\$100.00
4	11-000-100-566-00-0801	11-190-100-106-00-0222	\$600.00	\$600.00
5	11-000-100-566-00-0801	11-215-100-610-00-0815	\$0.85	\$0.85
6	11-000-100-566-00-0801	11-000-262-420-00-0606	\$1,000.00	\$1,000.00
		Total	\$3,763.85	\$3,763.85

* Transaction Date For Above Transfers December 31, 2003

Note: Regular Business Meeting of January 28, 2004 was postponed due to snow.

ROLL CALL

Motion carried by a unanimous roll call vote.

4. Annual School Election – It was moved by Mr. Kramer, seconded by Mrs. Norian, that the following Election and Budget Timetable be approved as follows:

2004 ELECTION AND BUDGET TIMETABLE
ORADELL PUBLIC SCHOOL DISTRICT

Appointment of Election Workers	Responsibility of County Bd. of Elections
Adoption of Tentative 2004/05 Budget	Wed., Feb. 25, 2004, 8:00PM (Business Mtg.)
Advertise Military/Civilian Absentee Voting Machines	Responsibility of Co. Clerk-Co. Elections Mon., March 1, 2004
Deadline for Filing Nominating Petitions	Mon., March 1, 2004 – 4:00 PM
Submission of Tentative 2004/05 Budget to Co. Supt.	Thurs., March 11, 2004 – County Office
Deliver Advertised Budget to Newspaper (Must be 10 days before publication)	Sat., March 13, 2004
Last Day to File Objections to Candidates' Petitions	Fri., March 5, 2004
Last Day for Candidates to Withdraw/Amend Defective Petitions	Mon., March 8, 2004
Drawing for Position on Ballot (Bd. Conference Room)	Wed., March 10, 2004 – 2:00 PM
Certify Results to County Clerk (last day)	Fri., March 12, 2004 – 10:00 AM
Advertise Public Hearing on Budget	Mon., March 22, 2004
Last Day Persons may Register to Vote for Election (29 days preceding school election)	Mon., March 22, 2004
Public Budget Hearing & Adoption of Proposed 2004/05 School Budget	Wed., March 24, 2004 – 8:00 PM (Business Mtg.)
Proposition Election Copies to County Clerk	Sat., April 3, 2004
Advertise Election in Newspaper (County Board of Election)	Sat., Feb., 21, 2004 – March 22, 2004
Last Day to Apply in Person to County Clerk's Office for Civilian Absentee Ballots	Mon., April 19, 2004 Up to 3:00 PM
<u>ANNUAL SCHOOL ELECTION</u>	Tues., April 20, 2004 2:00PM – 9:00 PM
<u>ANNUAL RE-ORGANIZATION MEETING</u>	Wed., May 5, 2004 – 8:00 PM (Special Meeting)

ROLL CALL

Motion carried by a unanimous roll call vote.

5. Special Education School Year Tuition Incoming Student(s) 2003/04 School Year – It was moved by Mr. Kramer, seconded by Mrs. Norian, that the Board approve in accord with Chapter 46, Title 18A, NJ Statutes, receiving the student(s) listed below, to attend the Oradell Public School preschool disabled class for the remaining school year 2003/04, effective January 5, 2004, at a prorated tuition cost:

<u>Student</u>	<u>Annual Tuition</u>
D.L.	\$9,142.00
K.L.	\$9,142.00

ROLL CALL

Motion carried by a unanimous roll call vote.

6. Acceptance of Mini Grant Funds – It was moved by Mr. Kramer, seconded by Mrs. Norian, upon the recommendation of the Superintendent, that the Board approve the acceptance of mini grant funds from the Oradell Kids Foundation, Inc. in the amounts listed:

▪ Kindergarten	- Ecology	\$ 750.00
▪ Grade 2	- Wonders of Weather	\$ 645.00
▪ Grade 6	- In-Between Workshop	\$ 725.00
	TOTAL	\$2,120.00

ROLL CALL

Motion carried by a unanimous roll call vote.

E. PERSONNEL – Mr. Julis, Chairperson

A meeting was held prior to this Board session, and the committee worked on developing the functions and activities that would be included in the job description for the new ‘assistant administrator’ position that is being proposed.

1. Retroactive Approval of Student Teacher – It was moved by Mr. Kramer, seconded by Mrs. Norian, upon the recommendation of the Superintendent, that the Board retroactively approve the following individual as a student teacher for the 2003/04 school year:

Kirsten Kelly, a student of Felician College, to perform her student teaching assignment with Mrs. Heide O’Keeffe, Grade 4, cooperating teacher, commencing January 20,

2004 and concluding May 7, 2004.

ROLL CALL

Motion carried by a unanimous roll call vote.

2. Appointment of Speech/Language Therapist – It was moved by Mr. Kramer, seconded by Mr. Walsh, upon the recommendation of the Superintendent, that the Board approve the appointment of Staci Kutenplon, as full-time speech/language therapist, for the 2003/04 school year, at MA/Step 9, effective February 9, 2004, at the annual salary of \$44,500.00 as set forth on the Oradell Education Association's 2003/04 Teacher's Salary Guide, to be paid in semi-monthly installments.

Prior to this motion being voted on, the Board decided to go into closed session to discuss legal issues related to a contractual agreement with the Speech/Language Arts candidate.

MOTION It was moved by Mr. Kramer, seconded by Mrs. Norian, that the Board adjourn to Closed Session at 8:55 p.m.

ROLL CALL

Motion carried by a unanimous roll call vote.

At 9:03 pm., Mr. Feigenson reconvened the meeting in Public, and the Board voted on the motion.

ROLL CALL

Motion carried by a unanimous roll call vote.

3. Approval of Substitute Teachers for the 2003/04 School Year – It was moved by Mr. Kramer, seconded by Mrs. Norian, upon the recommendation of the Superintendent, that the Board approve the following individuals as substitute teachers for the 2003/04 school year, at a per diem rate of \$75.00 which increases to \$80.00 per day after the 10th day of service during the 2003/04 school year.

Linda Cheng
Lynn O'Connor

ROLL CALL

Motion carried by a unanimous roll call vote.

4. Resignation of Full-Time Head Custodian – It was moved by Mr. Kramer, seconded by Mr. Walsh, upon the recommendation of the Superintendent, that the Board accept the resignation of James E. Roser, Head Custodian, effective March 31, 2004.

ROLL CALL

Motion carried by a unanimous roll call vote.

F. POLICY – Mr. Gallow, Chairperson

At its meeting on Tuesday, February 3, 2004, the committee reviewed the policy addressing homework for students who miss school for vacation.

G. PUBLIC RELATIONS – Mr. Walsh, Chairperson

There was no report.

X. OLD BUSINESS

The following issues were discussed:

- ◆ Mr. Esposito stated that the specs for window screens had been sent out and bids were due back by February 27, 2004.
- ◆ Construction Management Proposals: the Board talked about the responses, the comparison of services offered, costs, and presentations by the companies. Wednesday, February 18 at 7:30 pm. is the tentative date for the firms to appear before the Board to present their proposals for the project. The Board will receive a list of questions from the administration prior to that meeting.

XI. NEW BUSINESS

There was discussion about parking on Prospect Street when events are in the school.

Mr. Mohre will look into the cost of putting a sign in front of the school to advertise concerts, special events, meetings etc. to the residents of Oradell.

XII. OPEN TO THE PUBLIC

XIII. CLOSED SESSION

It was moved by Mr. Kramer, seconded by Mr. Walsh, that the Board adjourn to a second Closed Session at 9:55 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.

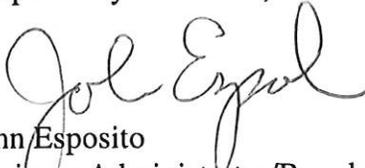
XIV. ADJOURNMENT

It was moved by Mr. Kramer, seconded by Mrs. Norian, that the second Closed Session of the meeting be adjourned at 10:34 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 PUBLIC WORK SESSIONS
MEETING – FEBRUARY 4, 2004

MINUTES

FIRST CLOSED SESSION

I. ROLL CALL

PRESENT: Mr. Gallow, Mr. Julis, Mr. Kramer, Mr. Walsh, Mrs. Norian, Mr. Feigenson

ABSENT: Mr. O'Connor, Mr. Spadaccini, Dr. Westlake

Also present were Mr. Jeffrey S. 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.

Mr. Mohre talked about the process by which Ms. Kutenplon had been selected. The District advertised in the newspaper several times, receiving only three responses to the ads. These individuals were already making much more than the school, based on its teacher salary guide, could pay her as a starting salary.

Mr. Mohre then spoke to Dr. Graham, County Superintendent, who confirmed that there is a state-wide shortage of people qualified to be Speech/Language specialists. Mr. Mohre discussed the situation with the Oradell Education Association, who agreed that the current placement on the guide contract schedule would be restructured at a later date and agreed that Ms. Kutenplon be hired and placed higher on the salary guide.

The Board discussed the possible implications in the future of making this exception now.

At 9:03 p.m., Mr. Feigenson reconvened the meeting in Public, and the Board voted on E. PERSONNEL – 2. motion.

Respectfully submitted,



John Esposito
Business Administrator/Board Secretary

SECOND CLOSED SESSION

I. CALL TO ORDER

The Second Closed Public Work Session of the Oradell Board of Education was called to order at 10:05 p.m.

II. ROLL CALL

PRESENT: Mr. Gallow, Mr. Julis, Mr. Kramer, Mr. Walsh, Mrs. Norian, Mr. Feigenson

ABSENT: Mr. O'Connor, Mr. Spadaccini, Dr. Westlake

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 Superintendent's performance review and proposed renegotiation of his current contract.

III. ADJOURNMENT

It was moved by Mr. Kramer, seconded by Mrs. Norian, that the second closed session of the meeting be adjourned at 10:34 p.m.

ROLL CALL

Motion carried by a unanimous roll call vote.

Respectfully submitted,



Alan Feigenson

Board President

