

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

PUBLIC BUSINESS/REORGANIZATION MEETING

**MINUTES
MAY 5, 2004**

I. CALL TO ORDER

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

Prior to the flag salute, Mr. Feigenson asked for a minute of silence in memory of the former Oradell student who passed away this morning.

II. FLAG SALUTE

The flag salute was led by Mr. Feigenson.

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 and all persons requesting such notice on April 30, 2004.

IV. MISSION STATEMENT

The Mission Statement was read by Mr. Julis.

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. O'Connor, Mr.
Spadaccini, Mr. Walsh, Dr. Westlake, Mrs. Norian, Mr. Feigenson
ABSENT: Mr. O'Connor

Also present were Mr. Jeffrey S. Mohre, Superintendent, Mr. John Esposito, Business Administrator/Business Secretary, the Julis family, the *Town News* reporter, but no residents.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

There were no comments at this time.

VII. MINUTES

Review of Minutes – Special Public Business Meeting of March 3, 2004

Review of Minutes – Public Work Session of March 10, 2004

Review of Minutes – First Closed Executive Session of the Public Work Meeting of March 10, 2004 (mid-meeting, 8:41 p.m.)

Review of Minutes – Second Closed Executive Session of the Public Work Meeting of March 10, 2004 (after meeting)

Review of Minutes – Special Public Business Meeting/Closed Session of March 31, 2004 (prior to meeting)

Review of Minutes – Regular Public Business Meeting/Budget of March 31, 2004

Review of Minutes – Closed Session of the Regular Public Business Meeting/Budget of March 31, 2004 (after meeting)

Review of Minutes – Special Public Business Meeting/Closed Session of April 7, 2004 (7:30 p.m.)

Review of Minutes – Public Work Session of April 7, 2004

APPROVAL OF MINUTES

It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board of Education approve the Minutes of the Regular Public Business Meeting of February 25, 2004

ROLL CALL

Motion carried by a unanimous roll call vote.

It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board of Education approve the Minutes of the Closed Session of the Regular Public Business Meeting of February 25, 2004

ROLL CALL

Motion carried by a unanimous roll call vote.

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

Mr. Mohre spoke about the upcoming OPS Spring Musical and invited Board members to attend the May 20th performance as two complimentary tickets are being set aside for each member.

Mr. Mohre announced that Operation Shadow is scheduled for May 24, 25, and 26. He explained that the program affords sixth grade students the opportunity to spend a day with a local business.

Mr. Mohre announced that Marie Bilik (NJSBA) would like to come to the Board's May 26th meeting for the purpose of sharing the results of the Board's recent self-evaluation. The Board indicated that it was in favor of Mrs. Bilik's attendance.

Mr. Mohre spoke about the Child Safety Awareness Night scheduled for Thursday evening, May 6th, 7:30 p.m.

Mr. Mohre shared with the Board that the tri-district Superintendents were currently seeking a language arts consultant for the purpose of crafting a K-12 regional language arts curriculum guide.

Mr. Feigenson congratulated and thanked Board members for their spirit of cooperation over the past year. He noted all the accomplishments during 2003-04, including successful contract negotiations and the Long Range Facility Plan.

The Board president called for a consent agenda, with motions IX.E.2 and IX.E.3 being pulled for further discussion.

IX. COMMITTEE ACTION

As this is prior to the reorganization meeting, there were no committee reports.

A. BI-BOROUGH – Dr. Westlake, Chairperson

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

C. CURRICULUM – Mrs. Norian, Chairperson

D. FINANCE – Mr. Spadaccini, Chairperson

E. PERSONNEL – Mr. Julis, Chairperson

1. Certificated Staff, Non-Tenured/Award of Tenure – It was moved by Mr. Kramer, seconded by Dr. Westlake, upon the recommendation of the Superintendent, that the following certificated, non-tenured staff member(s) be approved for employment for the 2004/05 school year and be awarded tenure, effective September 2, 2004:

Ericka Wright

ROLL CALL

Motion carried by a unanimous roll call vote.

2. Certificated Staff, Non-Tenured – It was moved by Mr. Julis, seconded by Mr. Kramer, upon the recommendation of the Superintendent, that the following certificated, non-tenured staff member(s) be approved for employment for the 2004/05 school year:

Amy Beutel

Lisa Brynczka

Nicole Carroll

Laura Conroy

Stacey Gordon

Stacey Guthartz

Judith Hoft

Jill Jengo

Jacqueline McClane

Colleen Orsini

Andrew Raupp

Jamie Sisti

Nancy Treby

Susan Zaloom

Prior to voting on this motion, Mr. Feigenson congratulated the administration for hiring excellent new teachers last fall.

ROLL CALL

Motion carried by a unanimous roll call vote.

3. Approval of Job Descriptions – It was moved by Mr. Julis, seconded by Mr. Spadaccini, that the Board, upon the recommendation of the Superintendent, approve the following job descriptions:

- ◆ Principal
- ◆ Assistant Principal

Prior to voting on this resolution, the Board discussed several issues related to hiring an assistant principal, including: the revised job descriptions, the hiring process, and the composition of the selection committee. It was agreed that the Superintendent and Principal would screen all responses and forward those selected to the committee. The position will also be advertised in the *Newark Star-Ledger*.

ROLL CALL

Motion carried by roll call vote with one no (Mr. Walsh).

F. POLICY – Mr. Gallow, Chairperson

G. PUBLIC RELATIONS – Mr. Walsh, Chairperson

X. OLD BUSINESS

The Board was informed that Oradell Rec had not submitted a check for the cost of refinishing the gym floor.

XI. NEW BUSINESS

Dr. Westlake addressed the tragedy of the child passing away this morning. He thanked Mr. Mohre for sending the school psychiatrist and social worker to assist with grief counseling at the high school. He also commented on the outstanding job done by Mrs. Goeller, who also went to River Dell and spent time with the students.

Mr. Spadaccini thanked Mr. Kasturas for his hard work and dedication in organizing and running the after-school basketball league.

XII. OPEN TO THE PUBLIC

There were no comments at this time.

XIII. RECOGNITION OF OUTGOING BOARD MEMBER AND PRESENTATION OF PLAQUE

A Plaque containing a formal resolution was presented to Steve Julis for his years of service on the Oradell Board of Education. It read as follows:

**CITATION OF HONOR AND DISTINCTION
PRESENTED TO**

STEVE JULIS

- WHEREAS,** Steve Julis has served as a conscientious and dedicated member of the Board of Education from December 1997 to April 2004, and
- WHEREAS,** He made valuable contributions to the educational welfare of all students in the Borough, and
- WHEREAS,** We recognize with gratitude and appreciation his services rendered, and
- WHEREAS,** We shall be deprived of Mr. Julis's loyal services to the children of Oradell, Now, Therefore, Be It
- RESOLVED,** That we extend to Mr. Julis best wishes for health and happiness during the years to come, and be it further
- RESOLVED,** That we present this testimonial to him as a citation of honor and distinction, and be it further
- RESOLVED,** That this Resolution be adopted and spread upon the Minutes of the Board of Education.

BOARD OF EDUCATION – BOROUGH OF ORADELL
ADOPTED May 5th, 2004

Each of the Board members and administrators thanked and congratulated Mr. Julis individually for all he has done for the children of Oradell.

It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board adjourn for a short recess at 8:55 p.m. and then re-convene to proceed with the Reorganization Meeting.

ROLL CALL

Motion carried by a unanimous roll call vote.

REORGANIZATION MEETING

XIV. BOARD SECRETARY'S REPORT ON ELECTION RESULTS

Mr. Esposito, Board Secretary, called the meeting to order at 9:20 p.m. and served as president pro-tem until the new Board Members were sworn in and the Board elected a new president.

1. Election Results - It was moved by Mr. Esposito, seconded by Mr. Kramer, that the Board acknowledge the election results from April 20, 2004, as reported herein by the Business Administrator/Board Secretary.

Annual School Election Results Tuesday, April 20, 2004

Budget proposition voted upon:

Resolved, That there should be raised for General Funds \$7,192,392 for the ensuing School Year (2004-2005).

| | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | Absentees | Total |
|------------|------------|------------|------------|------------|------------|------------|-----------|-------|
| Yes | 113 | 62 | 78 | 109 | 122 | 139 | 9 | 632 |
| No | 92 | 31 | 67 | 69 | 68 | 70 | 8 | 405 |

Board Candidate Results (3) Full Three Year Terms

| Candidate | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | Absentees | Total |
|--------------------|------------|------------|------------|------------|------------|------------|-----------|-------|
| Brian Halligan | 148 | 61 | 98 | 129 | 137 | 148 | 12 | 733 |
| Eugene J. Westlake | 146 | 66 | 99 | 130 | 136 | 152 | 12 | 741 |
| John A. Walsh | 130 | 70 | 95 | 126 | 130 | 143 | 11 | 705 |

ROLL CALL

Motion carried by a unanimous roll call vote.

2. The Oath was administered by the Board Secretary based on these results to the following newly elected Board Members:

Brian Halligan (3 yr. term)
Eugene J. Westlake (3 yr. term)
John A. Walsh (3 yr. term)

3. Roll Call - Mr. Feigenson, Mr. Gallow, Mr. Halligan, Mr. Kramer, Mrs. Norian, Mr. O'Connor, Mr. Spadaccini, Mr. Walsh, Dr. Westlake
4. 2004/05 Board of Education and Expiration of Terms of Office:

| <u>Trustee</u> | <u>Expiration of Term</u> |
|---------------------|---------------------------|
| Alan Feigenson | 2006 |
| Arthur Gallow | 2005 |
| Brian Halligan | 2007 |
| Harry E. Kramer | 2006 |
| Katherine Norian | 2005 |
| Justin O'Connor | 2006 |
| James E. Spadaccini | 2005 |
| John A. Walsh | 2007 |
| Eugene Westlake | 2007 |

5. Nomination and Election of President - The Board Secretary received nominations for the election of the president of the Board. As there was only one nomination, the Board Secretary cast one unanimous vote for the election of Mr. Feigenson as president of the Board.

The Board Secretary relinquished temporary chairmanship to Mr. Feigenson.

6. Nomination and Election of Vice-President - The Board President received nominations for the election of the vice-president of the Board. As there was only one nomination, the Board Secretary cast one unanimous vote for the election of Mrs. Norian as vice-president of the Board.

Mr. Feigenson called for a consent agenda, with Motion 8 being pulled for further discussion.

7. Meeting Dates - It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board of Education approve the following regular monthly meetings and work session public meetings:

2004/2005 School Year

Public Work Session

July ---
 August ---
 September 15
 October 13
 November ---
 December 8

Public Business Meetings

July ---
 August ---
 September 29
 October 27
 November 17
 December 22

January 12, 2005
February 9
March 9
April 13
May 11
June 8

January 26
February 16
March 30 (Budget Hearing)
April 27 (Reorganization Mtg.)
May 25
June 22

Note: Meeting dates & times subject to change.

ROLL CALL

Motion carried by a unanimous roll call vote.

8. Official Depositories - It was moved by Mrs. Norian, seconded by Mr. Kramer, that the Board approve the following as official depositories for funds of this Board of Education for the 2004/05 school year:

Bank of New York
The Commerce Bank
Fleet Bank
State of New Jersey Cash Management Fund

Prior to voting, Mr. Walsh asked about the district looking at other financial institutions in an effort to maximize interest earned on the school's money currently in Fleet Bank. Mr. Esposito explained that school districts, by law, must invest in guaranteed, insured vehicles such as the State of New Jersey Cash Management Fund.

ROLL CALL

Motion carried by roll call vote with one no (Mr. Walsh).

9. Official Newspapers - It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board approve The Record and The Town News as the official newspapers of the Oradell Board of Education for the 2004/05 school year.

ROLL CALL

Motion carried by a unanimous roll call vote.

10. Designation of Signatories - It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board approve the following checking accounts of the Oradell Board of Education, and Signatories for the 2004/05 school year:

| <u>Account</u> | <u>Signatories</u> |
|----------------------|-------------------------------------------------------------------------------------------|
| Regular General Fund | Board President, Board Vice-President Board Secretary, Treasurer of School Moneys |
| Payroll | Treasurer of School Moneys |
| Agency | Treasurer of School Moneys, Board Secretary, Board President, Board Vice- President |
| Student Activity | Board Secretary, Treasurer of School Moneys, Principal |
| Summer School | Principal, Summer School Assistant Director, Board Secretary |

ROLL CALL

Motion carried by a unanimous roll call vote.

11. Appointment of Treasurer of School Moneys - It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board appoint J. Terrance McCue as Treasurer of School Moneys for the 2004/05 school year at an annual rate of \$3,822.00.

ROLL CALL

Motion carried by a unanimous roll call vote.

12. Appointment of Board Secretary – It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board of Education appoint John Esposito as Board Secretary from this date until the 2005 Reorganization Meeting.

ROLL CALL

Motion carried by a unanimous roll call vote.

13. Appointment of Acting Board Secretary – It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board of Education appoint the Superintendent as Acting Board Secretary, to serve on an emergency basis only, from this date until the 2005 Reorganization Meeting.

ROLL CALL

Motion carried by a unanimous roll call vote.

14. Petty Cash Accounts - It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board of Education establish the following petty cash accounts in accordance with Board Policy #3451 and that the said accounts are to be replenished monthly by vouchers and are not to exceed any expenditure of \$25.00 per incident.

| <u>Account</u> | <u>Amount</u> | <u>Signatories</u> |
|------------------|---------------|------------------------------|
| Superintendent | \$150.00 | Superintendent |
| Business Office | \$150.00 | Bus.Admin./Bd.Secy. |
| Principal | \$200.00 | Principal |
| Special Services | \$100.00 | Director of Special Services |

ROLL CALL

Motion carried by a unanimous roll call vote.

15. Professional Consultant/School Physician - It was moved by Mr. Kramer, seconded by Dr. Westlake, that Dr. John Bell be appointed as school physician for the 2004/05 school year, at an annual rate of \$2,900.00.

ROLL CALL

Motion carried by a unanimous roll call vote.

16. Professional Consultant/Medical Examiner - It was moved by Mr. Kramer, seconded by Dr. Westlake, that Dr. Stephen G. Varhol be appointed as school medical examiner for the 2004/05 school year with remuneration on a "charge per service" basis.

ROLL CALL

Motion carried by a unanimous roll call vote.

17. Professional Services Agreement – It was moved by Mr. Kramer, seconded by Dr. Westlake, that the Board authorize the Business Administrator/Board Secretary to enter into an agreement with the Bergen County Department of Health to offer bloodborne pathogen training and Hepatitis B vaccinations as part of the bloodborne pathogen compliance program for the 2004/05 school year.

ROLL CALL

Motion carried by a unanimous roll call vote.

18. Professional Consultant/Auditor - It was moved by Mr. Kramer, seconded by Dr. Westlake, that Lerch, Vinci & Higgins, Certified Public Accountants, be approved as the District's auditor for the 2004/05 school year, to conduct the fiscal year 2005 audit and other services deemed necessary by the Superintendent and/or Business Administrator/Board Secretary. Furthermore, the Board Secretary is hereby authorized and directed to execute an agreement with the aforementioned auditing firm, with billing rates as follows:

| | |
|-------------------|------------------------|
| FY04 Annual Audit | \$10,800.00 |
| Partners | \$115 - \$150 per hour |
| Managers | \$ 95 - \$115 per hour |
| Seniors | \$ 80 - \$ 95 per hour |
| Staff Accountants | \$ 65 - \$ 80 per hour |
| Other Personnel | \$ 45 per hour |

ROLL CALL

Motion carried by a unanimous roll call vote.

19. Professional Consultant/Comprehensive Computer Management Services-Budgeting/Accounting – It was moved by Mr. Kramer, seconded by Dr. Westlake, that The Marasim Group be approved to provide comprehensive computer management services for the 2004/05 school year at an annual rate of \$10,500.00. Furthermore, the Board Secretary is hereby authorized and directed to execute an agreement with the aforementioned firm.

ROLL CALL

Motion carried by a unanimous roll call vote.

20. Professional Consultant/Computer Management Services – It was moved by Mr. Kramer, seconded by Dr. Westlake, that Realtime Information Technology, Inc. be approved to provide student system software and support during the 2004/05 school year at an annual rate of \$9,500.00. Furthermore, the Board Secretary is hereby authorized and directed to execute an agreement with the aforementioned firm.

ROLL CALL

Motion carried by a unanimous roll call vote.

existing job descriptions covering all employees of the Oradell Board of Education, for the 2004/05 school year.

ROLL CALL

Motion carried by a unanimous roll call vote.

31. Renewal of Contract – It was moved by Mr. Kramer, seconded by Dr. Westlake, upon the recommendation of the Superintendent, in concert with the Business Administrator/Board Secretary, that the Board appoint Energy for America to bid its mechanical systems services as necessary.

ROLL CALL

Motion carried by a unanimous roll call vote.

32. Renewal of Contract – It was moved by Mr. Kramer, seconded by Dr. Westlake, upon the recommendation of the Superintendent, that the Board approve the renewal of the contract with Valley Electric, Inc., covering the electrical maintenance services for the 2004/05 school year.

ROLL CALL

Motion carried by a unanimous roll call vote.

33. Public Agency Compliance Officer (P.A.C.O.) – It was moved by Mr. Kramer, seconded by Dr. Westlake, upon the recommendation of the Superintendent, that the Board approve the appointment of John Esposito as public agency compliance officer for the 2004/05 school year.

ROLL CALL

Motion carried by a unanimous roll call vote.

XV. CLOSED SESSION

It was moved by Mrs. Norian, seconded by Mr. Kramer, that the Board adjourn to Closed Session at 9:30 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.

XVI. ADJOURNMENT

It was moved by Mr. Kramer, seconded by Mrs. Norian, that the Closed Session of the meeting be adjourned at 9:46 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 SESSION OF THE PUBLIC BUSINESS/REORGANIZATION
MEETING
MAY 5, 2004**

MINUTES

I. CALL TO ORDER

The Closed Session of the Regular Public Business/Reorganization Meeting of the Oradell Board of Education was called to order at 9:43 p.m. by President Feigenson.

II. ROLL CALL

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

ABSENT: Mr. O'Connor

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 discussed the issue of granting a Leave of Absence for a non-tenured staff member.

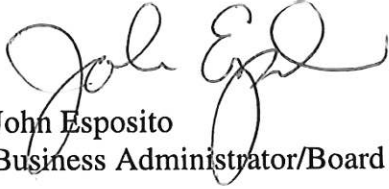
III. ADJOURNMENT

It was moved by Mr. Kramer, seconded by Mrs. Norian, that the Closed Session of the meeting be adjourned at 9:46 p.m.

ROLL CALL

Motion carried by a unanimous roll call vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John Esposito". The signature is fluid and cursive, with the first name "John" and last name "Esposito" clearly distinguishable.

John Esposito
Business Administrator/Board Secretary