

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

Work/Regular Session Meeting – December 11, 2008

MINUTES

- I. The meeting was **CALLED TO ORDER** at 8:02 p.m. by President Gardner.
- II. The **FLAG SALUTE** was led by Dr. Westlake.
- III. The **SUNSHINE LAW STATEMENT** was read by President Gardner.

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 Record and Town News and all persons requesting such notice.

- IV. The **MISSION STATEMENT** was read by Mr. Walsh.

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. The District fully supports and expects the attainment of the New Jersey Core Curriculum Content Standards on the part of all students within a school environment designed to maximize student potential, develop responsible citizens, and promote respect for the uniqueness of all individuals.

Adopted by the Oradell Board of Education August 27, 2008

V. ROLL CALL

Present: Mrs. Robertson., Mr. Samuel, Mr. Walsh, Mrs. Watson-Nichols,
Dr. Westlake, Mr. Schwartz, Mr. Gardner

Absent: Mr. Murphy, Mrs. Norian

Also present were Mr. Jeffrey Mohre, Superintendent, Ms. Rita Cioppi, Business Administrator/Board Secretary, Mr. Jeffrey Bliss, CPA, Lerch, Vinci & Higgins and one member of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

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

Mr. Mohre introduced Mr. Jeff Bliss from the auditing firm of Lerch, Vinci, and Higgins who presented the outcome of the FY2007-2008 financial audit.

As part of the New Jersey Department of Education's annual reporting requirements for school districts regarding incidences of violence and vandalism, Mr. Mohre reported that OPS had a total of two reportable incidents for the 2007-2008 school year.

Mr. Mohre shared that OPS has been selected to receive a \$1,000 cash award to support student literacy. The award is courtesy of Coldwater Creek.

Mr. Mohre noted that the mathematics presentation scheduled for this evening has been postponed until the January 28th meeting.

Mr. Mohre shared that Mr. Camins of the Oradell Lions Club will be present at the next meeting to recognize the 6th grade winners of this year's Lion's Club Peace Poster Contest.

Mr. Mohre reported that the movement of shifting the board member/school budget election to November has been resurrected and is receiving a great deal of attention in the legislature. According to NJSBA, the movement would no longer require public vote on school budgets falling within the State's spending guidelines. However, the election would still be held to determine the filling of vacant board seats.

Mr. Mohre noted that he would be providing the board with an update regarding the progress made toward this year's district goals.

Mr. Mohre stated that the board's Curriculum Committee is expected to meet tomorrow at which time he would provide an update regarding the internal investigation of the Measure of Academic Progress assessment instrument.

Mr. Mohre reviewed with the board two new items highlighted on the meeting agenda:

- The cooperative bid executed by the River Dell and Oradell school district for garbage collection services.
- A recommendation that the Interim Supervisor of Special Education and Student Support Services, Mrs. Toni DeLuca, continue to serve the district and its children through the month of January as a part-time mentor/consultant to Mrs. O'Boyle who will assume the supervisory position on December 15th.

The board discussed the forthcoming EveryDay Math presentation and a motion was made by Dr. Westlake as follows:

On a motion by Dr. Westlake, seconded by President Gardner, and carried by roll call vote 7-0 (Mr. Murphy, Mrs. Norian absent) the board approved the EveryDay Math presentation at the January 28, 2009 Regular Meeting.

President Gardner commented on the following:

- Letter from parent regarding math curriculum.
- Update on MAP Testing Program
- EveryDay Math Assessments
- Drug testing dogs correspondence.
- Letter from PTA announcing Mini-Grant Awards
- Parent/Teacher conferences.
- Space heaters in classrooms.

VIII. MINUTES

Board members requested that the September 25, 2008 minutes be placed on the January 14, 2009 agenda for approval.

REVIEW OF MEETING MINUTES –

- November 12, 2008 Closed Session
- November 12, 2008 Work/Regular Session

APPROVAL OF MINUTES – *On a motion by Dr. Westlake, seconded by Mr. Walsh and carried by roll vote 7-0 (Mr. Murphy, Mrs. Norian absent) the board approved the following minutes:*

- October 15, 2008 Closed Session

On a motion by Mrs. Robertson, seconded by Mr. Schwartz, the board tabled the October 15, 2008 Regular Session Minutes until further revisions are made.

IX. COMMITTEE REPORTS/ACTION

A. BI-BOROUGH/SHARED SERVICES - Dr. Westlake, Chairperson

B. BUILDINGS & GROUNDS/SAFETY – Mr. Murphy, Chairperson
On behalf of Mr. Murphy, Ms. Cioppi reported on the Buildings & Grounds Committee meeting.

Mr. Schwartz reported to the board the committee discussions with the Oradell Borough regarding the Kiss Off Lane construction. Mr. Schwartz stated for the record that at the January 14, 2009 meeting, Boswell Engineering will present a discussion of the Kiss Off Lane plans. Mr. Schwartz is working with Mr. Albrecht, Township Administrator, regarding a time frame. President Gardner commented on issues involving the Kiss Off Lane.

On a motion by Mrs. Robertson, seconded by Mrs. Watson-Nichols and carried by roll call vote 7-0, the board approved B1.

1. Change in Previously Approved Facility Use– It is hereby moved that the board approve a change in time and date for the Adelphi Orchestra to use the OPS Auditorium for rehearsal (previously approved at the 10/15/08 board meeting) from December 11, 2008 to December 10, 2008 and to increase the start time from 7:00 PM to 6:00 PM. There is no change in fee charged.

C. CURRICULUM - Mrs. Robertson, Chairperson stated that a meeting is scheduled for December 12, 2008 at 2:00 PM.

D. FINANCE – Mr. Samuel, Chairperson

Mr. Samuel made a suggestion to bring the public, board and administration together to receive input regarding the 09/10 budget planning process. The public would be invited to share ideas, perspectives, or concerns and such would be recorded and considered by the administration. The input session will take place at the board's January 14, 2009 meeting.

On a motion by Mr. Samuel, seconded by Dr. Westlake and carried by roll call vote, 7-0, the board approved D1, D2, D3, D4, D5, D6, D7, D8, D9, D10, D11, D12. On a motion by Mr. Samuel, seconded by Dr. Westlake and carried by roll call vote 6-1 (Mr. Murphy, Mrs. Norian absent, Mr. Walsh voted no) the board approved D13.

1. Acceptance of Comprehensive Annual Financial Report (CAFR) – It is hereby moved, upon the recommendation of the Superintendent, in concert with the Business Administrator/Board Secretary, that the Board accepts the 2007-2008 Audit and CAFR for the fiscal year ended June 30, 2008 with the following Corrective Action Plan:

II. Financial Planning, Accounting and Reporting

Internal control procedures will be reviewed and revised to ensure prior year encumbrances are re-appropriated and charged to appropriate fund.

Corrective Action Plan - See Attachment D-1

Person Responsible for Implementation- Rita Cioppi

Completion Date of Implementation - July 1, 2009

2. Monthly Certifications – It is hereby moved that the Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end October 2008, be retroactively accepted, and furthermore, that the Board certify that in accordance with N.J.A.C. 6:20-2A.(10e) that no major account or fund in the 2008/2009 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.
3. Payment of Invoices – It is hereby moved that the previously approved invoices for the period of October 24, 2008 to November 12, 2008 (approved on November 12, 2008) be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 465,103.67
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Funds</i>)	\$ 46,219.14
Fund 30 (<i>Capital Projects Funds</i>)	\$ 0.00
Fund 40 (<i>Debt Service Fund</i>)	\$ 23,300.00
Fund 50 (<i>Summer School</i>)	\$ 0.00
Fund 51 (<i>Region V</i>)	\$ 0.00
Fund 55 (<i>Milk</i>)	\$ 0.00
Fund 63 (<i>Schaefer Explorations</i>)	\$ 217.68

Fund 64 (<i>Ntl School Lunch Prog</i>)	\$ 356.60
Fund 65 (<i>Park Academy</i>)	\$ 9,751.97
Total	\$ 544,949.06

4. Transfer of Funds and Monthly Transfer Reports for the Month End, November 2008– Approval the transfer of funds and monthly transfer reports for November 2008 as per Attachment D4.
5. Payment of December 2008 Bills/Invoices – It is hereby moved, upon recommendation of the Superintendent that the Board of Education authorizes the Business Administrator/Board Secretary to pay bills during the month of December 2008 with retroactive approval at the next scheduled Regular Public Business Meeting of the Oradell Board of Education.
6. Park Academy In-service – It is hereby moved, upon recommendation of the Superintendent, that the Board retroactively approves the following consultant to provide an in-service workshop to the Park Academy staff:

- Institute for Cooperation in Schools
Cooperative Discipline Staff Workshop
Date: December 8, 2008
Cost: \$1,500.00.00

Note: The Park Academy Special Education Program is a special education program created and coordinated by Region V and administered by the Oradell Public School District Program. Salary and benefits associated with this program are paid for with tuition moneys collected by the Oradell Business Office from the students' home districts. Such expenses are not part of and in no way impact the Oradell Public School's 2008/09 budget.

7. Approval of Special Services – It is hereby moved, upon the recommendation of the Superintendent that the Board retroactively approves the following special services, covering the 2008/09 school year, for the student (s) set forth below:

Margaret McCloskey - Orton Gillingham Instruction for student #54 from 12/1/08-12/16/08

Johanna Bargisen - 5 hours parent training thru 12/23/08 for student #65 @ \$45.00/hour

Johanna Bargisen -1 hour monthly clinic @ \$45.00/hour November - June 2009 for Student #49

8. Adoption of 403(b) Plan Document – It is hereby moved, upon the recommendation of the Superintendent that the Board adopt the Oradell Board of Education 403(b) Plan effective as of January 1, 2009. The following providers are included in the Oradell Plan:

AXA Equitable
Oppenheimer Fund
MetLife

VALIC
Vanguard

9. Speech/Language Payment – It is hereby moved, upon the recommendation of the Superintendent that the Board approve payment for speech/language services in the amount of \$1,045.00 to the parents of student #64.
10. Conferences/Workshops 2008/2009 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board approves the below listed staff members/board members to attend the following conference/workshop (and related expenses) as outlined in the A5 School District Accountability Act:

Name: Marcia Forte

Conference/Seminar/Workshop: Expanding Depth and Breadth of Thinking in the Social Studies Classroom

Date: December 18, 2008

Location: Northern Valley

Registration Fee: 175.00

Name: Judy Crystal

Conference/Seminar/Workshop: Attention, Language Processing and Sensory Motor Disorders in Children

Date: January 23, 2009

Location: Saddle Brook, NJ

Registration Fee: \$188.00

Mileage: \$12.40

Name: Jane Heede

Conference/Seminar/Workshop: Attention, Language Processing and Sensory Motor Disorders in Children

Date: January 23, 2009

Location: Saddle Brook, NJ

Registration Fee: \$188.00

Mileage: \$4.96

Name: Judy Crystal

Conference/Seminar/Workshop: Central Auditory Processing

Date: March 16, 2009

Location: Region V

Registration Fee: None

Name: Amy Rabinowitz

Conference/Seminar/Workshop: Central Auditory Processing

Date: March 16, 2009

Location: Region V

Registration Fee: None

Name: Karen Chang

Conference/Seminar/Workshop: Practical Strategies for Developing and Implementing BIPS

Date: March 16, 2009

Location: Region V

Registration Fee: None

11. Acceptance of PTA Mini Grant 2008/2009 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board approves the following mini grants from the Oradell PTA:

<u>Grade</u>	<u>Mini Grant Use</u>	<u>Amount</u>
Pre-K	Writing without Tears	\$150.00
Grade 3	Magician	\$450.00
Grade 3	Traveling Science Center (shared with grant from OK Kids Foundation)	\$210.00
Grade 3	Class Trip-Liberty Science Center (to offset cost of trip)	\$90.00
Grade 4	Lenape Indian Speaker	\$445.00

12. Additional Funding for Chapters 192/193 for the 2008/2009 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board approves the application for the additional state aid funding amounts for services under Chapters 192/193 for 2008/2009 as follows and authorizes the Superintendent and Business Administrator to submit all necessary paperwork to the NJDOE:

E.S.L.	\$2,436.00
Corrective Speech	\$7,161.00

13. Approval of Waste Management – Scavenger/Recycling Services – It is hereby moved, upon recommendation of the Superintendent, in concert with the Business Administrator that the Board approves the following:

WHEREAS, the River Dell Regional School District Board of Education and the Oradell Board of Education have entered an agreement pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., to procure scavenger/recycling services; and

WHEREAS, on December 2, 2008, the River Dell Regional School District Board of Education received three (3) bids for scavenger/ recycling services, and the lowest bid was submitted by Waste Management of New Jersey, Inc. as follows:

River Dell:

July 1, 2009 – June 30, 2010	\$14,574.00
------------------------------	-------------

Oradell:

January 1, 2009 - June 30, 2009	\$ 5,718.00
July 1, 2009 – June 30, 2010	\$11,436.00
July 1, 2010 – June 30, 2011	\$11,772.00
July 1, 2011 – June 30, 2012	\$12,120.00
July 1, 2012 – June 30, 2013	\$12,480.00

WHEREAS, the Oradell Board of Education has adopted a resolution stating its intention to procure scavenger/recycling services from the River Dell Regional School District Board of Education based upon the bid submitted by Waste Management of New Jersey, Inc.; and

WHEREAS, the River Dell Regional School District Board of Education, as the Lead Agency, desires to award the contract to Waste Management of New Jersey, Inc.; and

NOW THEREFORE, BE IT RESOLVED, that the River Dell Regional School District Board of Education hereby awards the contract for scavenger/recycling services to Waste Management of New Jersey, Inc. as follows:

River Dell:

July 1, 2009 – June 30, 2010	\$14,574.00
------------------------------	-------------

Oradell:

January 1, 2009- June 30, 2009	\$ 5,718.00
July 1, 2009 – June 30, 2010	\$11,436.00
July 1, 2010 – June 30, 2011	\$11,772.00
July 1, 2011 – June 30, 2012	\$12,120.00
July 1, 2012 – June 30, 2013	\$12,480.00

BE IT FURTHER RESOLVED, that the Board President and the Board Secretary are authorized to sign the agreement and such other documents as are necessary to effectuate the terms of this resolution.

- E. PERSONNEL – Mr. Schwartz, Chairperson
Upon recommendation of the Superintendent, on a motion by Mr. Schwartz, seconded by Dr. Westlake and carried by roll call vote 7-0, the board

approved E1, E2, E3, E4, and E5 with amendment to change from 2 days to 4 half days.

1. Approval of Substitute Teachers for the 2008/09 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve the appointment of the following individuals as substitute teachers for the 2008/09 school year, at a per diem rate of \$80.00 which increases to \$85.00 per day after the 10th day of service during the 2008/09 school year:

Kerrie McCormick

2. Approval of Substitute Teachers for the 2008/09 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve the appointment of the following individuals as substitute teachers for the 2008/09 school year, at a per diem rate of \$80.00 which increases to \$85.00 per day after the 10th day of service during the 2008/09 school year:

Anthony Longarzo-Park Academy (pending receipt of fingerprint approval letter)

Note: The Park Academy Special Education Program is a special education program created and coordinated by Region V and administered by the Oradell Public School District Program. Salary and benefits associated with this program are paid for with tuition moneys collected by the Oradell Business Office from the students' home districts. Such expenses are not part of and in no way impact the Oradell Public School's 2008/09 budget.

3. Retroactive Approval of Consultant (Park Academy) 08/09 School Year– It is hereby moved, upon recommendation of the Superintendent, that the Board retroactively approves the following educational consultant to provide in-service to the Park Academy staff:

<u>Consultant</u>	<u>Date</u>	<u>Amount</u>
Pete DeSisto Institute for the Cooperation in Schools	12/8/08	\$1,500.00

Note: The Park Academy Special Education Program is a special education program created and coordinated by Region V and administered by the Oradell Public School District Program. Salary and benefits associated with this program are paid for with tuition moneys collected by the Oradell Business Office from the students' home districts. Such expenses are not part of and in no way impact the Oradell Public School's 2008/09 budget.

4. Leave Replacement Teacher 08/09 School Year– It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of Miss Sheila Jerlinski to the position of Leave Replacement Physical Education Teacher commencing on or about January 5, 2009 and terminating on April 24, 2009 at an annual pro-rated salary of \$43,215 (BA Step 1 of the 2008-2009 Teacher Salary Guide).

5. Interim Supervisor of Special Education and Student Support Services– It is hereby moved, upon recommendation of the Superintendent, that the Board approves 4 additional half work days for Interim Supervisor of Special Education and Student Support Services, Antonia DeLuca, for the primary purpose of conducting mentoring/transitioning activities with the district's newly appointed Supervisor of Special Education and Student Support Services. Said workdays shall occur in January 2009 with compensation established at \$400.00 per diem.

F. POLICY – Mrs. Watson-Nichols, Chairperson requested that all committee chairs develop specific committee charges to present to the policy committee as part of the committee's policy revision project.

G. PUBLIC RELATIONS/NJQSAC – At Mrs. Norian's request, Mr. Mohre reported on the following:

- Committee will meeting on 12/18/08 at 1:45.
- NJQSAC monitoring is scheduled for January 6, 2009.
- Key Communicators meeting scheduled for January 8, 2009.

H. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate reported on the following:

- The State discussion on moving the budget/school election to November.
- Bill S-2226 limits school administrators' vacation time payout to \$15,000.
- Bill S-2425 assumes responsibility of Principal fewer than 200 children.

X. OLD BUSINESS

Mr. Samuel commented that he keeps a log of New Business items. Mr. Samuel further suggested if under Old Business, open items could be listed.

XI. NEW BUSINESS - None

XII. OPEN TO THE PUBLIC

Mrs. Schoenberg asked the following:

- Lunch time arrangements for students with allergies and related policy.
- Complimented Mrs. DeLuca, Interim Supervisor of Special Services.
- Asked if the board meetings could be shorter so parents would attend.

XIII. ADJOURNMENT

On a motion by Dr. Westlake, seconded by Mrs. Watson-Nichols, the meeting adjourned at 10:55 p.m.

Respectfully submitted,



Rita Cioppi

Business Administrator/Board Secretary