

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

**Work Session Meeting - September 10, 2008**

**MINUTES**

- I.** The meeting was called to order at 8:00 p.m. by President Gardner.
- II.** The **FLAG SALUTE** was led by Mrs. Watson-Nichols.
- 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. Schwartz.

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 with 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 arrived at 8:05 p.m., 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, and approximately four members of the public.

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

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

Mr. Mohre acknowledged and thanked the OPS staff for their collective efforts in opening the 2008-2009 school year. He reported that OPS welcomed 802 students on September 3rd and added that the children were greeted by a clean school, welcoming teachers, and classrooms that were warm and inviting. He added that the teachers were welcomed back with a delicious breakfast provided by the PTA and expressed the faculty's collective appreciation for the PTA very kind gesture.

Mr. Mohre announced the following Back-to-School Nights for September:

*September 17<sup>th</sup> – Grades Pre K –3*

*September 24<sup>th</sup> - Grades 4-6*

Mr. Mohre reminded the board and those in attendance that the board's next meeting will be held on a Thursday (September 25<sup>th</sup>) due to the Wednesday back-to-school night program.

Mr. Mohre noted that the administrative team is in the process of constructing the action plans for this year's district goals. The action plans will be forwarded to the board for its September 25<sup>th</sup> meeting.

Mr. Mohre shared that grade 5/6 State-testing results arrived in the district late last week and were mailed to parents this past Tuesday.

Mr. Mohre addressed a concern brought to his attention regarding the arrival of pencils and crayons to OPS. He shared that the items were ordered, but had not yet arrived. The items are expected to arrive next week. In the meantime, the school does have a supply of pencils on hand. However, the crayon supply is limited.

Mr. Mohre reported that the Oradell Public Library would host its grand opening festivities this Sunday, September 14th from 1:00 p.m. – 4:00 p.m. A flyer announcing the event is posted on the OPS website as part of the district's Wednesday Web Watch feature.

Mr. Mohre announced that Mrs. Cathy Sousa has resigned her position as New Jersey School Boards Association *Senior Field Representative* to accept a position with the Clifton Public School District as *Director of Human Resources*. He expressed his deep appreciation to Mrs. Sousa for her years of outstanding service to the Oradell Board of Education.

President Gardner stated that on October 7<sup>th</sup> there would be a presentation on EveryDay Math by the PTA. President Gardner further commented that the PTA is well-organized, well run and has good plans for the school year.

President Gardner addressed with John Kimble about cementing the dirt areas next to the curbs. Also addressed cut out for school on Church St. The Oradell Borough has \$100,000 but does not know if could use that money for cementing curbs. President Gardner asked Mrs. Robertson to discuss these ideas with the Boro through a Public Safety meeting.

President Gardner handed to the board an article about Best Practices on collecting and analyzing data.

President Gardner and Board members complimented auditorium renovations. President Gardner further mentioned that new auditorium chairs are being investigated.

## VIII. MINUTES

REVIEW OF MEETING MINUTES – None at this time.

APPROVAL OF MINUTES – *On a motion by Mr. Gardner, seconded by Mrs. Watson-Nichols and carried by roll call vote 7-0 (Mr. Murphy and Mrs. Norian absent) that the minutes be approved as follows:*

- July 23, 2008 Regular Session(with revisions)

## IX. COMMITTEE REPORTS/ACTION

- A. BI-BOROUGH/SHARED SERVICES - Dr. Westlake, Chairperson stated a meeting is scheduled for October 16, 2008.
- B. BUILDINGS & GROUNDS/SAFETY – Mr. Murphy, Chairperson  
President Gardner asked that board members direct any questions, comments issues regarding buildings and grounds to President Gardner and Ms. Cioppi to be coordinated. President Gardner mentioned the Public Relations committee should be included for any fundraising ideas.  
*On a motion by Mr. Gardner, seconded by Dr. Westlake and carried 7-0 (Mr. Murphy and Mrs. Norian absent) the board approved B1.*
- 1) Approval of School Emergency Plan – It is hereby moved upon recommendation of the Superintendent that the Board approves and adopts the School Emergency Preparedness Plan for the 2008-2009 school year.
- C. CURRICULUM - Mrs. Robertson, Chairperson
- D. FINANCE – Mr. Samuel, Chairperson  
*Mr. Samuel and Mr. Gardner asked to pull D1 and D2.  
On a motion by Mr. Samuel, seconded by Dr. Westlake and carried 7-0 (Mr. Murphy and Mrs. Norian absent) the board approved D1, D2, D3.*
- 1) Payment of September 2008 Bills/Invoices – It is hereby moved that the Board of Education authorizes the Business Administrator/Board Secretary to pay bills during the month of September 2008 with retroactive approval at the next scheduled Regular Public Business Meeting of the Oradell Board of Education.
- 2) Approval of Special Services – It is hereby moved, upon the recommendation of the Superintendent, in concert with the Supervisor of Special Services, that the Board approves the revision to the special services (previously approved on August 27, 2008) for the 2008/09 school year, as follows:
- |                |  |
|----------------|--|
| Jennifer Cuba  | 4 hours/week ABA services for student #44 @ \$30.00/hour |
| Kimberly Byrne | 6 hours/week ABA services for student #44 @ \$30.00/hour |
- 3) 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:** Susan Confrancisco

**Conference/Seminar/Workshop:** Successful Mentoring  
**Date:** September 22, 2008, November 3, 2008  
**Location:** Demarest, NJ  
**Registration Fee:** \$300.00  
**Mileage:** \$3.72

**Name:** Diane Malwitz  
**Conference/Seminar/Workshop:** Successful Mentoring  
**Date:** September 22, 2008, November 3, 2008  
**Location:** Demarest, NJ  
**Registration Fee:** \$300.00  
**Mileage:** \$3.72

E. PERSONNEL – Mr. Schwartz, Chairperson

Mr. Walsh, Mrs. Robertson asked questions on E2, E3, and E4.

*Upon recommendation of the Superintendent, on a motion by Mr. Schwartz, seconded by Dr. Westlake and carried 7-0 (Mr. Murphy and Mrs. Norian absent) the board approved E2, E3, E4, E5, E6, E7, E8, E9, E10, E11.*

*The board entered into closed session at 8:36 to discuss E1. The board returned to open session at 8:40 p.m.*

*Upon recommendation of the Superintendent, on a motion by Mr. Schwartz, seconded by Dr. Westlake and carried 7-0 (Mr. Murphy and Mrs. Norian absent) the board approved E1.*

- 1) Retroactive Approval of Contract for School Business Administrator for 2008/2009 - It is hereby moved by, upon recommendation of Mr. Jeffrey Mohre, Superintendent, that the Board retroactively approves a salary and contract from July 1, 2008 to June 30, 2009 year for Rita Cioppi, School Business Administrator/Board Secretary, in the amount of \$102,165.00, therefore rescinding the Board's previous motion of August 27, 2008. In addition, Rita Cioppi, via an assessment to the Special Education Region V Park Academy, will receive an additional stipend of five hundred dollars (\$500.00) for her work responsibilities associated with the Region V Park Academy program.
- 2) It is hereby moved, upon recommendation of the Superintendent, that the Board set and approves the substitute nurse per diem rate at \$120.00 for the 2008-2009 school year.
- 3) It is hereby moved, upon recommendation of the Superintendent, that the Board approve the following nurse substitutes for the 2008-2009 school year.

Judith Lewis  
Rosemary VonTobel

- 4) Approval of Nursing Plan for 2008-09 – It is hereby moved upon recommendation of the Superintendent, that the Board approve the Oradell Public School Nursing Plan for the 2008-2009 school year.
- 5) Retroactive approval of additional Summer (2008) work hours for the School Nurse - It is hereby moved, upon recommendation of the Superintendent, that the Board retroactively approves 36 additional summer hours at a rate of \$45.00 per hour for Mrs. Carol Orthmann, School Nurse to ensure the receipt and confirmation of student health records in accordance with new student immunization requirements in Pre-K and Grade 6 in addition to previously established immunization guidelines for kindergarten students.
- 6) Approval of Certificated Staff Salaries for 2008/2009 – It is hereby moved, upon the recommendation of the Superintendent that the Board re-authorizes the Business Administrator/Board Secretary to issue employment/salary contract for the 2008/2009 school year to the certificated staff as set forth below:

<u>Employee</u>	<u>Col</u>	<u>Step</u>	<u>Salary</u>
Kenyon, R.	3	8	\$48,306.00

- 7) Acceptance of Resignation – It is hereby moved, upon the recommendation of the Superintendent that the Board retroactively accepts with regret, the resignation of Deborah Surace, Music Consultant for Park Academy effective September 1, 2008.
- 8) Approval of Speech Language Consultant for Park Academy– It is hereby moved, upon the recommendation of the Superintendent that the Board approves the appointment of the following Speech Language Consultant for the Park Academy for the 2008/2009 school year:

<u>Employee</u>	<u>Hourly Rate</u>	<u>Total Hours</u>	<u>Amount</u>
Barbara Haber	75.00	108	\$8,100.00

**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.**

- 9) It is hereby moved, upon recommendation of the Superintendent, that the Board approve the following office substitutes for the 2008-2009 school year at a rate of \$11.75 per hour:

Dolores Delia  
Jane DeSimone  
Eileen Gallagher  
Janeth Kingslow  
Rina Kouyoumdjian  
Corinne Walker

- 10) It is hereby moved, upon recommendation of the Superintendent, that the Board approve the following lunch room aides for the 2008-2009 school year at a rate of \$14.00 per hour:

Denise Pallotta  
Debbie Tashjian

- 11) It is hereby moved, upon recommendation of the Superintendent, that the Board approve the following lunch room aide subs for the 2008-2009 school year at a rate of \$14.00 per hour:

Jane DeSimone  
Eileen Gallagher  
Carol Walker

- F. POLICY – Mrs. Watson-Nichols, Chairperson stated that new policies would be brought to the board at the next meeting.
- G. PUBLIC RELATIONS/NJQSAC – Mrs. Norian, Chairperson is attending a back-to-school night and will call a meeting after the NJQSAC meeting on 9/29.
- H. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate, reported that a meeting is scheduled for delegates only in Rutherford on September 24, 2008.

**X. OLD BUSINESS**

Mr. Gardner inquired as to where we are on-line MAP testing. Mr. Mohre responded that ProMedia was in to set up the program and that he (Mr. Mohre) and Mrs. Bernardo are coordinating the effort. Mrs. Robertson asked when this would occur. Mr. Mohre expected to examine the program the following week.

Mrs. Robertson also commented on the lack of window numbering, whether grade level meetings will be held. Mrs. Robertson inquired if she could get a schedule of grade level meetings.

Mrs. Robertson asked if a determination had been made to hire interim or permanent Supervisor of Special Services. Mr. Gardner asked if Mrs. Bernardo will be present at the interviews. Mrs. Robertson asked if Ms. Lasch will be present at the interviews.

Mr. Gardner inquired about the window screens outside the MPR.

Mr. Schwartz commented on the lining up of first day of school. The time was supposed to be changed and it was not.

Mr. Samuel asked that we cut down on communications going home to streamline communications. Mr. Mohre commented that we are posting almost all school-home communications are on the web site.

**XI. NEW BUSINESS**

Mrs. Robertson commented on the following: notification of drop off time; felt there were too many people in the auditorium on the first day of school. Mrs. Verrico created a template for emergency contacts, which she sent to Mr. Mohre and Mr. Ryan.

Mr. Gardner asked if the forms sent home with siblings could be coordinated.

Mrs. Watson-Nichols stated that she could not pull up the policies on the school website. Mr. Mohre suggested that she refresh as he has accessed the policies.

Mrs. Watson further commented that at the municipal lot, barriers are being put up for safety and cars cannot cut through the lots. She feels its causing traffic problems around the school. It was suggested that the Safety Committee look into this issue.

**XII. CLOSED SESSION (IF NECESSARY) – None at this time**

**XIII. ADJOURNMENT**

On a motion by Dr. Westlake seconded by Mrs. Watson-Nichols the meeting adjourned at 9:26 p.m.

Respectfully submitted,



Rita Cioppi  
Business Administrator/Board Secretary

