

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

**REGULAR PUBLIC MEETING
December 9, 2009**

MINUTES

I. The meeting was **CALLED TO ORDER** at 8:08 PM by President Gardner.

II. The **FLAG SALUTE** was led by Mr. Murphy.

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. Samuel.

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: Mr. Ferrante arrived at 9:30 p.m., Mr. Murphy, Mrs. Norian, Mrs. Robertson, Mr. Samuel, Mr. Walsh arrived at 9:27 p.m., Dr. Westlake, Mrs. Watson-Nichols, Mr. Gardner

Absent: None

Also present were Mr. Jeffrey Mohre, Superintendent, Ms. Rita Cioppi, BA/BS, Ms. Suzanne Lynch, Tri-District Curriculum Coordinator, Mr. Andrew Perrante, auditor, Lerch, Vinci and Higgins, and approximately 6 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

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

Mr. Mohre introduced Ms. Suzanne Lynch, Tri-District Curriculum Coordinator and Mrs. Jen Ali, River Dell Mathematics Supervisor. A presentation ensued highlighting current curriculum initiatives as well the Everyday Math mid-year and year-end assessments from the 2008-2009 school year.

The following discussions were shared from the Board of Education and the Public:

1. Is the same assessment used for all? Does it encompass the whole student body or is it broken down into sub-groups?
2. How is World Language assessed? What is the benchmark?
3. Do we have a continuous improvement plan in place? How do the teachers handle any weaknesses?
4. Can the results of the assessments be published somewhere for the public to view?
5. When are the assessments given and who writes them?
6. Are there early indicators of results in Math? Are the teachers/students doing well?

Mrs. Lynch and Mr. Mohre responded:

1. The assessments are written by the teachers and are not made public. They are reviewed by the teachers and Tri-District administration.
2. The assessments are given twice a year; the first roughly January, and the second, at the end of the school year.
3. The teachers are aware of the weaknesses and form smaller groups to help students. The teacher is responsible for student progress.
4. The Tri-District is modifying the material and making improvements. Test items are becoming more process based.

Mr. Mohre shared that Mr. Gardner had received a letter from Mr. Acquafredda, President of the River Dell Board of Education inviting our participation in a Bi-Boro/Tri-District shared services meeting. The meeting was originally proposed for December 21, 2009 but was changed to the January 21, 2010 (a Thursday evening). Mr. Mohre inquired if that date would be convenient for Mr. Gardner. Mr. Gardner replied affirmatively.

Mr. Mohre reported that the current attendance rates at OPS are excellent as absenteeism is very low. He thanked our parents and faculty for their vigilance during this flu season. Mr. Mohre encouraged everyone continue to model and preach proper respiratory etiquette and to keep Mrs. Orthmann, School Nurse, informed regarding any and all illnesses the children may be experiencing.

Mr. Mohre stated that a second presentation was made by him highlighting the district's spring 2009 district testing results. The presentation was given on the afternoon of November 19th. Approximately twelve parents attended the presentation. Discussions centered on the Learnia assessment program, the district's Instructional Support Programs, and the use of multiple achievement data to determine if a child is in need of instructional support services.

Mr. Mohre shared that the new date for the Math Committee meeting is Wednesday, January 6, 2010 at 3:30 p.m.

Mr. Mohre recommended that any action regarding draft policy 6172 (Alternative Educational Programs) be tabled this evening and that the policy committee reconvene to further review the draft.

Mr. Mohre announced that OPS will continue its tradition of hosting Holiday Sing-a-longs during the week of December 21, 2009.

Mr. Mohre wished everyone a joyous Holiday Season.

Mr. Andrew Perrante, CPA, of the accounting firm of Lerch, Vinci & Higgins, LLP, presented the Comprehensive Annual Financial Report (CAFR) for fiscal year ended June 30, 2009 to the Board and members of the public. Board discussion followed. Ms. Cioppi was commended by several board members on receiving a good audit. Dr. Westlake stated that he would like to compliment Rita and Jeff to have almost a \$10,000,000 budget and have this type of report given on the financial status of the school. There are two recommendations that are, one which the school has no control over and the other on innocence because we didn't get the policies when we asked them for it. If that was the case, we would have had a clean slate. That being said Dr. Westlake mentioned that it was an excellent report and it reflects on the two professionals and this Board of Education.

President's Report:

President Gardner discussed the following:

Website information items – since NJASK testing relates to our children, can it be put in the “Notices” section of our website for parents to view? It should be put somewhere for the parents to see without searching. Mr. Mohre said it could be put on web watch. Mr. Ferrante stated that the web page is the number one item for the public. A scrolling marquee needs to be revisited on OPS. Mr. Samuel asked the Board to email suggestions to him and he will coordinate with Mrs. Lynch (Tech Coordinator).

VIII. MINUTES

REVIEW OF MEETING MINUTES –
November 11, 2009 Regular Session

APPROVAL OF MINUTES – **President Gardner requested to table this resolution to allow for revised comments to be added.**

It is hereby moved, that the following minutes be approved:

- October 21, 2009 Regular Session

IX. COMMITTEE REPORTS/ACTION

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

B. BUILDINGS & GROUNDS/SAFETY – Mr. Murphy, Chairperson

C. CURRICULUM - Mrs. Robertson, Chairperson

On a motion by Mrs. Robertson, seconded by Dr. Westlake and carried 9-0, the board approved C1 and C2.

1. Field Trip for the 2009/2010 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board retroactively approves the following field trip:

Grade	Destination	Date
3 rd Grade	Tenafly Movie Theatre	12/4/09

2. Approval of Tri-District Gifted Student Education Plan: It is hereby moved, upon recommendation of the Superintendent that the Board approves the adoption of the Tri-District Gifted Student Education Plan.

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

On a motion by Mr. Samuel, seconded by Mrs. Watson-Nichols, and carried 9-0, the board approved D1, D2, D3, D4, D5, D6, D7, D10.

1. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end October 2009, 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 2009/2010 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.
2. 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 approves the 2008-2009 Audit and the CAFR for the fiscal year ended June 30, 2009 with the following Corrective Action Plan:

I. Administrative Practices and Procedures

- o Formal written policies and procedures as required by the State's accountability regulations are to be submitted to the Board for their approval.

Corrective Action Plan - See Attachment D-2

Person Responsible for Implementation- Jeffrey Mohre/Rita Cioppi

Completion Date of Implementation – March 1, 2010

III. School Purchasing Program

- o The district must review its OT and PT service providers for proper classifications under the Local Public Contracts Law as a professional service and Internal Revenue Service Code as an independent contractor or employee and be treated accordingly.

Corrective Action Plan - See Attachment D-2

Person Responsible for Implementation - Jeffrey Mohre/Rita Cioppi/Tom Santagato

Completion Date of Implementation - March 1, 2010

3. Payment of Invoices – It is hereby moved that the invoices for the period of October 22, 2009 through November 18, 2009 be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 956,982.36
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Funds</i>)	\$ 52,505.54
Fund 30 (<i>Capital Projects Funds</i>)	\$ 93,589.78
Fund 40 (<i>Debt Service Fund</i>)	\$ 412,125.00
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>)	\$ 1,670.67
Fund 64 (<i>Ntl School Lunch Prog</i>)	\$ 643.52
Fund 65 (<i>Park Academy</i>)	\$ <u>25,823.53</u>
Total	\$ 1,131,215.40

4. Payment of December 2009 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 2009 with retroactive approval at the next scheduled Regular Public Business Meeting of the Oradell Board of Education.

5. Transfer of Funds and Monthly Transfer Reports– Approval the following transfer of funds and monthly transfer reports as of November 30, 2009.

Computer Supplies	11-000-216-320-04-	-8,500.00	10/05/2009
Computer Supplies	11-190-100-610-08-0203	8,500.00	10/05/2009
Recl Tuition	11-000-100-566-04-	-2,095.53	10/05/2009
Recl Tuition	20-250-100-560- -	2,095.53	10/05/2009
Recl Tuition	11-000-100-562-04-	2,095.53	10/05/2009
Recl Tuition	20-250-100-560- -	-2,095.53	10/05/2009
Recl Tuition	11-000-100-562-04-	12,816.40	10/05/2009
Recl Tuition	11-000-216-320-04-	-12,816.40	10/05/2009
Spec Services	11-213-100-610-04-	10.00	10/05/2009
Spec Services	11-213-100-640-04-	-10.00	10/05/2009
Summer Adjustmts	63-190-100-101- -	748.25	10/16/2009

Summer Adjustmts	63-190-100-800- -	-1,786.57	10/16/2009
Summer Adjustmts	63-190-291-220- -	1,038.32	10/16/2009
Payroll Transfers	11-000-213-101-51-	-800.00	10/23/2009
Payroll Transfers	11-000-216-100-50-	-1,000.00	10/23/2009
Payroll Transfers	11-000-219-104-50-	12,200.00	10/23/2009
Payroll Transfers	11-000-219-104-53-	-1,527.00	10/23/2009
Payroll Transfers	11-000-240-103- -	-14,200.00	10/23/2009
Payroll Transfers	11-000-240-105- -	-2,200.00	10/23/2009
Payroll Transfers	11-000-240-110-51-	2,200.00	10/23/2009
Payroll Transfers	11-000-251-100- -	543.00	10/23/2009
Payroll Transfers	11-000-251-105- -	3,239.00	10/23/2009
Payroll Transfers	11-000-252-102-54-	545.00	10/23/2009
Payroll Transfers	11-000-261-100- -	-3,239.00	10/23/2009
Payroll Transfers	11-000-262-100- -	-5,664.00	10/23/2009
Payroll Transfers	11-110-100-101-50-	51,339.00	10/23/2009
Payroll Transfers	11-120-100-101-50-	8,314.00	10/23/2009
Payroll Transfers	11-130-100-101-50-	-44,900.00	10/23/2009
Payroll Transfers	11-213-100-101-50-	300.00	10/23/2009
Payroll Transfers	11-213-100-101-53-	-2,850.00	10/23/2009
Payroll Transfers	11-230-100-106-50-	-2,800.00	10/23/2009
Payroll Transfers	11-240-100-106-50-	500.00	10/23/2009
Payroll Transfers	11-000-213-100-50-	-2,500.00	10/23/2009
Payroll Transfers	11-000-230-100- -	-2,545.00	10/23/2009
Payroll Transfers	11-000-252-101-52-	2,545.00	10/23/2009
Payroll Transfers	11-000-261-100- -	-3,241.00	10/23/2009
Payroll Transfers	11-000-262-104-53-	5,741.00	10/23/2009
Sharpe travel exps	11-190-100-580-03-	500.00	10/31/2009
Sharpe travel exps	11-190-100-890-03-	-500.00	10/31/2009
Adj Sharpe Paymt	11-190-100-610-03-0205	-1,000.00	11/01/2009
Adj Sharpe Paymt	11-190-100-610-03-0213	-2,923.00	11/01/2009
Adj Sharpe Paymt	11-190-100-890-03-	3,923.00	11/01/2009

6. Special Education Services for 2009/2010 School Year - It is hereby moved upon recommendation of the Superintendent, that the Board approves in accord with Chapter 46, Title 18A, NJ Statutes, the 2009/2010 related services for the following student:

PROGRAM/SERVICE/PROVIDER	DESCRIPTION	TOTAL COST
Alpine Learning Group	Social Skills Group Student #58	2 cycles(10 sessions per cycle) at \$1,250 per cycle

7. Revised grant award allocation amounts for American Reinvestment and Recovery Act- Individuals with Disabilities Education Act (ARRA-IDEA) 2009/2010– It is hereby moved, upon the recommendation of the Superintendent, that the Oradell Board of Education acknowledges and approves the following revised ARRA-IDEA Grant award allocation amounts:

LEA Basic

<u>Account #</u>	<u>Amount</u>	<u>Description</u>
20-450-100-100	\$24,281.00	Salaries
20-450-100-563	\$11,940.00	Summer Priv.School per IEP
20-450-100-610	\$15,393.00	General Supplies
20-450-100-650	\$15,000.00	Computer Software
20-450-200-200	\$ 1,858.00	Benefits(FICA)
20-450-200-200	\$40,000.00	Two Teacher Aides Health Benefits
20-450-200-300	\$20,000.00	Teacher Training-FDU Project REACH
	Attendees:	Jane Jeffs
		Michelle Rudolph
		Sheri Giacomini
		Deborah Bendett
		Jamie Sisti
		Carole Natiello
		Christine Wood
		Hera Yang
		Stacey Gordon
		Donna Smith
20-450-200-300	\$ 1,762.50	Training for new IEP Program-RealTime
20-450-200-300	\$ 2,535.00	Teacher Training-Northern Valley
20-450-200-300	\$ 12,802.50	Other Professional Development Services
20-450-200-591	\$ 2,750.00	Purchase of IEP Program
20-450-400-735	\$ 24,000.00	Purchase of smartboards
Total	\$172,322.00	

Non-Public Basic

<u>Account #</u>	<u>Amount</u>	<u>Description</u>
20-450-100-610-09	\$ 299.00	General Supplies
20-450-200-330-09	\$ 1,000.00	St. Joseph's Workshops
20-450-200-591-09	\$ 40.00	St. Josephs' Admin. Charges
20-450-200-890-09	\$ 2,000.00	Oradell BOE Admin Charges
20-450-400-735-09	\$21,000.00	Purchase of smartboards
Total	\$24,339.00	

LEA Pre-School

<u>Account #</u>	<u>Amount</u>	<u>Description</u>
20-451-100-101	\$ 2,475.00	Transitional ESY
20-451-100-320	\$ 3,240.00	Behaviorist
20-451-100-610	\$ 930.00	General Supplies
20-451-200-200	\$ 189.00	Benefits (FICA)
Total	\$ 6,834.00	

8. *On a motion by Mr. Samuel, seconded by Mrs. Watson-Nichols, and carried 8-1 (Mr. Walsh voted no), the board approved D8 as amended.*

Submission of Security System Project Application - It is hereby moved upon recommendation of the Superintendent, in concert with the Business Administrator/Board Secretary that the Board approves the submission to the State of New Jersey Grant Program for School Facilities Projects for Regular Operation District the project application for the following work and to seek State Grant funding, **not to exceed the district's total share of \$170,000.00** :

Security System

9. *On a motion by Mr. Samuel, seconded by Mr. Ferrante, and carried 9-0, the board approved D9.*

Appointment of Professional Services Consultant-Architect of Record – It is hereby moved that the Board appoints Environectics Group Architects (formerly Cubellis) as one of the district's Architect of Record, services are nonexclusive, for the 2009/2010 school year with billing rates as follows.

Principal Charles Koch	\$190 per hour
Sr. Project Manager	\$145 per hour
Project Manager	\$125 per hour
Job Captain	\$110 per hour
Cad Operator/Technical	\$ 95 per hour
Jr. Draftsperson	\$ 65 per hour
Office Support	\$ 50 per hour
Clerical	\$ 40 per hour

10. Special Education Services for 2009/2010 School Year - It is hereby moved upon recommendation of the Superintendent, that the Board approves in accord with Chapter 46, Title 18A, NJ Statutes, the 2009/2010 related services for the following student:

PROGRAM/SERVICE/PROVIDER	DESCRIPTION/DURATION	COST
Reformed Church Nursery School Oradell, NJ	Tuition for Student #68 – two afternoons weekly from January 2010-June 2010	\$235.00 per month

- E. PERSONNEL /NEGOTIATIONS– Mrs. Watson-Nichols, Chairperson spoke about the recent dinner meeting she attended with President Gardner and members of the OEA, Mr. Scott Duthie and Mrs. Amy Kennedy, regarding the upcoming negotiation process. There is a meeting scheduled for December 14, 2009. Comments from the Board should be sent to Mrs. Watson-Nichols.

Upon recommendation of the Superintendent, on a motion by Mrs. Watson-Nichols, seconded by Mr. Walsh and carried 9-0, the board approved E1, E2, E3.

1. Conferences/Workshops 2009/2010 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board approves the below listed staff members to attend the following conference/workshop (and related expenses) as outlined in the A5 School District Accountability Act:

Name: Rita Cioppi
Conference/Seminar/Workshop: State Aid & Budget Prep
Date: December 15, 2009
Location: Mt. Olive, NJ
Registration Fee: \$100.00
Mileage: \$30.00

Name: Lisa Maiella
Conference/Seminar/Workshop: NJAHPERD Annual Convention
Date: January 25-26, 2010
Location: Long Branch, NJ
Registration Fee: \$90.00
Mileage: \$20.00

Name: Judi Hoft
Conference/Seminar/Workshop: NJAHPERD Annual Convention
Date: January 26, 2010
Location: Long Branch, NJ
Registration Fee: \$50.00
Membership Fee: \$25.00
Mileage: \$20.00

Name: Eileen Choka
Conference/Seminar/Workshop: NJAHPERD Annual Convention
Date: January 25-26, 2010
Location: Long Branch, NJ
Registration Fee: \$90.00
Membership Fee: \$25.00
Mileage: \$20.00

2. Approval of Nurse Substitute for the 2009/10 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve the appointment of the following individual as nurse substitute for the 2009/10 school year, at a per diem rate of \$120.00 per day.

Lorraine Bagnoli

3. Approval of Substitute Teachers for the 2009/10 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 2009/10 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 2009/10 school year:

Jamie Krupka
Katherine Kelly
Sherry Herity
Colleen Appleblatt

4. *Upon recommendation of the Superintendent, on a motion made by Mrs. Watson-Nichols, seconded by Mr. Samuel and carried 6-1-2 (Mr. Gardner voted no, Mr. Murphy and Mrs. Watson-Nichols abstained) the board approved E4.*

Retroactive Ratification of No-Fault Contract Termination – It is hereby moved, upon recommendation of the Superintendent, that the Board ratifies the no-fault termination of the employment contract of Mrs. Robin Silverman, Instructional Aide, due to the fact the position for which she was hired for no longer exists. This action is retroactive to December 4, 2009.

F. POLICY – Mr. Ferrante, Chairperson

On a motion by Mr. Ferrante, seconded by Dr. Westlake and carried 9-0, the board approved F1 with the exception of policy # 6172, Alternative Educational Programs, which will be discussed further at committee level.

1. Approval of Second Reading of 6000 Series- It is hereby moved that the board approves the second reading of the following 6000 Series policies:

<u>Policy#</u>	<u>Name</u>
6110	Goals and Objectives
6111	School Calendar
6112	School Day
6114	Emergency and Disaster Preparedness
6115	Ceremonies and Observances
6121	Nondiscrimination and Affirmative Action
6122	Articulation
6140	Curriculum Adoption
6141.2	Recognition of Religious Beliefs and Customs
6141	Curriculum Design and Development
6142	Subject Fields
6142.1	Family Life Education
6142.2	English as a Second Language; Bilingual Programs
6142.4	Physical Education and Health
6142.6	Basic Skills
6142.9	Arts
6142.10	Technology - Acceptable Use
6142.12	Career Education
6142.13	HIV Prevention Education
6143	Curriculum Guides
6143.1	Lesson Plans
6144	Controversial Issues

6145	Extracurricular Activities
6145.3	Publications
6146.2	Promotion and Retention
6147	Standards of proficiency
6147.1	Evaluation of Individual Student Performance
6151	Class Size
6153	Field Trips
6154	Homework and Makeup Work
6156	Instructional Scheduling
6160	Instructional Services and Resources
6161.1	Guidelines for Evaluation and Selection of Instructional Materials
6161.2	Complaints Regarding Instructional Materials
6162.4	Community Resources
6162.5	Research and Surveys
6163.1	Media Center/Library
6164.1	Intervention and Referral Services for General Education Students
6164.2	Guidance Services
6164.4	Child Study Team
6171	Special Instructional Programs
6171.1	Remedial Instruction
6171.2	Gifted and Talented Education
6171.4	Special Education
6172	Alternative Educational Programs
6173	Home Instruction
6300	Evaluation of the Instructional Program

*Policy DRAFTS are on file in the Central Office and can be viewed by appointment. The public can contact Mrs. Magill at 201.261.1180 x113.

G. PUBLIC RELATIONS/NJQSAC – Mrs. Norian Chairperson shared that the 80th Birthday Celebration during the week of November 16th was very positive and upbeat. Mrs. Norian is working on press releases to go into the newsletter. Mr. Murphy asked about the status of the survey. Mr. Mohre replied the survey will be discussed in committee.

H. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate- No Report

I. KEY COMMUNICATORS – Mrs. Norian stated a meeting is scheduled in January.

X. OPEN TO THE PUBLIC – None at this time.

The Board went into closed session at 11:10 pm and reopened the public meeting at 11:24 pm.

XI. OLD BUSINESS - None

XII. NEW BUSINESS

Mrs. Robertson asked if a procedure could be put in place to rice someone so they can be discussed. Mr. Mohre replied that it should be discussed in committee. President Gardner felt that if the agenda was sent to the employee in advance, it would be the same as sending a letter to rice the employee.

Mr. Samuel felt that OPS is over-assessing and asked for information. Mrs. Robertson mentioned that it should be discussed in committee.

XIII. CLOSED SESSION – None at this time

On a motion by Dr. Westlake, seconded by Mr. Ferrante, the meeting adjourned at 11:34 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rita Cioppi".

Rita Cioppi
Business Administrator/Board Secretary