

ORADELL BOARD OF EDUCATION  
ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING  
Oradell Public School Library/Media Center  
DECEMBER 14, 2011

MINUTES

- I. The meeting was **CALLED TO ORDER** at 7:30 p.m. by Mr. Samuel.
- II. The **FLAG SALUTE** was led by Mr. Samuel.
- III. The **SUNSHINE LAW STATEMENT** was read by Mr. Samuel.

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 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:** Mr. Derian, Mr. Ferrante, Mrs. Norian, Mr. Samuel, Mrs. Walker,  
Mr. Walsh, Mrs. Robertson (arrived 8:12 pm), Mrs. Watson-Nichols

**Absent:** Dr. Westlake

Also present were Dr. Maria Nuccetelli, Interim Superintendent of Schools, Ms. Rita Cioppi, Business Administrator/Board Secretary and approximately 40 members of the public.

**VI. SUPERINTENDENT'S REPORT/BOARD PRESIDENT'S REMARKS**

*A motion by Mr. Samuel, seconded by Mr. Walsh and carried by roll call vote 8-0 (Dr. Westlake absent) the Board approved #1, #2 and accepted #3.*

- 1. Submission of Completed NJSQSAC District Performance Review Sheets and Statement of Assurance - It is hereby moved, upon the recommendation of the Interim Superintendent, in concert with the District's New Jersey Single Accountability Continuum Committee, that the Board approves the submission of the

completed *NJSAC District Performance Review Sheets* and the *Statement of Assurance* to the New Jersey Department of Education in preparation for District Monitoring scheduled January – June 2012.

2. Appointment of NJSAC Committee – It is hereby moved, upon recommendation of the Interim Superintendent, that the Oradell Board of Education acknowledges the Oradell Public School District’s *District Performance Review Committee* (as set forth below) in accordance with the guidelines set forth in the Department of Education’s new monitoring and evaluation system, New Jersey Quality Single Accountability Continuum (NJSQSAC) :

Dr. Maria Nuccetelli, Interim Superintendent  
 Ms. Rita Cioppi, BA/BS  
 Mr. W. Scott Ryan, Principal  
 Ms. Toni Capodanno, Curriculum & Instruction Representative  
 Mrs. Mary Katherine Norian, Board Member  
 Mr. John A. Walsh, Board Member  
 Ms. Amy Kennedy, Teacher (OEA Representative)  
 Ms. Melissa Golden, Teacher (Grade 1)

- A Thanksgiving Story Power-Point was given by The Orlando Family and Ms. Stacey Gordon.
- The Board recognized Mrs. Joan Bayley for receiving this year’s Bergen County Education Association Support Staff of the Year Award.
- Catherine Sattely, OPS Student, presented a photography journal on the Sharpe Trip.
- Mr. Camins of the Oradell Lions Club will present an award to Rachel Perez, the winner of this year’s Peace Poster Contest.
- A presentation of the Comprehensive Annual Financial Report (CAFR) for FY ended June 30, 2011 was given by Mr. Jeffrey Bliss, CPA, of the accounting firm of Lerch, Vinci & Higgins, LLP. There was board discussion and several board members asked questions.

**Enrollment Report as of November 30, 2011.**

<b>Grade</b>	<b>Enrollment</b>
Pre-K	*29
Kindergarten	80
First	114
Second	102
Third	100
Fourth	134
Fifth	128
Sixth	97
LLD	15
<b>Total</b>	<b>799</b>

\*including Integrated Students

**Incident Report for the month of November 2011:**

Grade	Incidents
Pre-K	0
Kindergarten	0
First	0
Second	0
Third	0
Fourth	0
Fifth	0
Sixth	0
Total	0

3. Acceptance of Interim Superintendent's Harassment, Intimidation and Bullying (HIB) Monthly Reports – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts the Interim Superintendent's Monthly Report to the Board relevant to the NJ Anti-Bullying Bill of Rights. (as attached)

**Superintendent's Report:**

Dr. Nuccetelli discussed the following items:

- **Literacy Night** – Tonight, the district is conducting a Literacy night to allow our parents to experience the Mondo Program first hand. Our teachers, literacy coach and the Tri-District Supervisor of Curriculum and Instruction have created an agenda which includes a power point which gives an overview of the program and then several opportunities to visit classes at different grade levels to see the program in action.
- **NJSAC** – The district is scheduled for monitoring by the NJ Department of Education using NJSAC standards. These standards have been modified and the district QSAC committee has been working to complete the District Performance Reviews and the Statement of Assurance for electronic submission to the DOE. We anticipate that the district will have an on-site visit sometime after the first of the year. This visit by the NJDOE is to validate the data that was submitted by the district.
- **Season of Service** – OPS participated in this program in which greetings are sent by students to servicemen throughout the world. As of today, we had 477 messages and letters that our students had written to thank our service men and women and to wish them a Happy Holiday. Congratulations to the students and their teachers for this tremendous effort.
- **Election Bill** – the lame duck session of the Legislature is considering a bill which would move the School Election to November at the same time as the General Elections. Any district whose budget came in at or below the 2% cap would be exempt from a public vote. The November election would only be to select school board members for the district. Any separate questions which would exceed the 2% cap would still be subject to a public vote. Presently the bill being considered would allow the school district or the municipality to pass a resolution to move the election as well as a percentage of the electorate.
- **All Day Kindergarten** – at our last meeting, Dr. Westlake proposed that the district review the possibility of implementing an all day kindergarten. As a result of this proposal, contact was made with River Edge relative to this issue. It appears that discussions were already in progress to consider an all day

kindergarten as well. They appear poised to implement it for the 2012-2013 school year. The president of the Board will be addressing our process for examining this issue in her remarks.

- **Staff/Student Recognition** – As part of my report this evening, we will be recognizing some of our staff members and students for some outstanding achievements in their careers as well as recognizing others for their participation and dedication to a cause. It is always a pleasure to do this and as we celebrate the Holiday Season, it is a very appropriate backdrop to acknowledge the efforts of staff and students.
- **Next meeting is January 11, 2012 at 7:30 pm in the IMC.**

#### **PRESIDENT'S REPORT:**

President Watson-Nichols discussed the following items:

- Wished Mr. Greg Derian a Happy Birthday.
- Wished everyone good Holiday Wishes.
- Gave recognition to the committee and the board members involved in next year's all day Kindergarten Program.

#### **VII. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY –no comment**

#### **VIII. MINUTES**

##### **REVIEW OF MEETING MINUTES –**

- November 16, 2011 Work/Regular Business Session Meeting

**APPROVAL OF MINUTES – *It is hereby moved by Mr. Walsh, seconded by Mrs. Walker and carried by roll call vote 8-0 (Dr. Westlake absent) the Board approved the following minutes.***

- October 19, 2011 Work/Regular Business Session Meeting

#### **IX. COMMITTEE REPORTS/ACTION**

**A. TRI-DISTRICT/SHARED SERVICES - Dr. Westlake, Chairperson**  
Next meeting is scheduled for 1/19/12 at 7:00 PM in the IMC at Oradell Public School.

**B. BUILDINGS & GROUNDS/SAFETY – Mr. Derian, Chairperson**  
Mr. Ferrante asked when the dedication will be for the new science lab.  
Mr. Ferrante would like to see a column added on the use of facilities to show whether there is a fee or no fee charged to the organization using the facilities.

***A motion made by Mr. Derian, seconded by Mr. Walsh and carried by roll call vote 8-0 (Dr. Westlake absent) the board approved B1, B2, B3, B4.***

1. Approval of Nursing Services Plan for 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the Nursing Services Plan for 2011/2012 School Year as attached.

- Approval to authorize a limited Power of Attorney to the Business Administrator/Board Secretary – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the following:

**Whereas** in order to register a Kubota tractor, ID # B32000HSD 58225, the Oradell Board of Education must approve a limited Power of Attorney which authorizes the Business Administrator/Board Secretary, Rita Cioppi, to complete and execute on behalf of the Board of Education any documentation that is necessary to register the said tractor with the New Jersey Motor Vehicle Commission; now therefore be it

**Resolved**, that the Oradell Board of Education approves the attached limited Power of Attorney for the purpose of permitting the Business Administrator/Board Secretary to register the said tractor with the New Jersey Motor Vehicle Commission.

- Dedication of the New Science Lab – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the dedication of the Wally Schirra Science Lab in honor of Walter “Wally” Schirra, Jr., NASA Astronaut, and former resident of Oradell, N.J.
- Use of School Facilities – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board of Education approve the following request for use of school facilities for the 2011-2012 School Year:

Organization	Event	Area of Building	Dates	Time
*Boy Scout 136	Playing Basketball	GYM	Dec. 6, 13, 20, 2011 Jan. 3, 10, 17, 24, 31, 2012	3:15-4:15 pm
	Refreshments after Caroling	MPR-D	Dec. 18, 2011	3:30-5 PM
*Oradell Rec. Tennis	Tennis Lessons	Gym	Jan. 9,11,16,18,23,25,30 Feb. 1, 6, 8, 13,15, 27, 29 Mar. 5,7,12,14,19,21,26,28	3:15-4:25 pm

\*No charge to use the facilities

C. CURRICULUM – Mr. Ferrante, Chairperson

*A motion by Mr. Ferrante, seconded by Mr. Walsh and carried by roll call vote 8-0 (Dr. Westlake absent) the board approved C1.*

- Approval of Field Trip for 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following field trip:

Grade	Destination	Dates	Cost
5	Beuhler Challenger Science Center-Bergen Community College, Paramus, NJ	January 4, 5, 6 2012	\$3,900(pending available funds of parent support)  (3) Buses @ \$195.00 per bus – total cost \$585.00 to be paid for by the Oradell Board of Education

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

*A motion by Mr. Samuel seconded by Mr. Walsh and carried by roll call vote 8-0 (Dr. Westlake absent) the Board approved D3, D4, D5, D6, D7, D8, D9, D10, D11.*

*The board discussed D1 & D2. A motion by Mr. Samuel, seconded by Mr. Walsh and carried 8-0 (Dr. Westlake absent) the Board approved D1, and D2 as amended.*

1. Acceptance of Comprehensive Annual Financial Report (CAFR) – It is hereby moved, upon the recommendation of the Interim Superintendent, in concert with the Business Administrator/Board Secretary, that the Board accepts and approves the 2010-2011 Audit and the CAFR for the fiscal year ended June 30, 2011.
2. Acceptance and Approval of the Corrective Action Plan for FY ended June 30, 2011– It is hereby moved, upon recommendation of the Interim Superintendent, in concert with the Business Administrator/Board Secretary, that the Board accepts and approves the Corrective Action Plan and submission to the County Office as follows:

III. School Purchasing Program

- Internal control procedures be reviewed and revised to ensure that funds are made available prior to contract awards and appropriate action be taken to eliminate the over-committed balance in the security project.

Corrective Action Plan - See Attachment –D2 - amended

Person Responsible for Implementation- Rita Cioppi, BA/BS

Completion Date of Implementation – October 2011

V. Student Body Activities

- Efforts must be made to insure internal control procedures are followed for the collection of monies in the Student Activity Accounts.

Corrective Action Plan - See Attachment – D2- amended

Person Responsible for Implementation- Rita Cioppi, BA/BS

Completion Date of Implementation – On-going

3. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end October 2011, 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 2011/2012 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.
4. Transfer of Funds – It is hereby moved upon recommendation of the Interim Superintendent, that the Board approve the attached transfer list in accordance with Title 18A:22-8.1 and furthermore designates the Business Administrator/Board Secretary to make budget transfers between line

items, and to make additional transfers as necessary between monthly meetings of the Board.

5. Payment of Invoices – It is hereby moved that the invoices for the month of November 2011 be retroactively approved as follows:

Fund 10 ( <i>General Current Expense</i> )	\$ 875,179.73
Fund 12 ( <i>Capital Outlay</i> )	\$ 0.00
Fund 20 ( <i>Special Revenue Fund</i> )	\$ 31,873.38
Fund 30 ( <i>Capital Projects Funds</i> )	\$ 20,705.00
Fund 40 ( <i>Debt Service Fund</i> )	\$ 0.00
Fund 50 ( <i>Summer School</i> )	\$ 0.00
Fund 51 ( <i>Region V</i> )	\$ 0.00
Fund 55 ( <i>Milk</i> )	\$ 0.00
Fund 60 ( <i>Integrated PreSchool</i> )	\$ 0.00
Fund 63	\$ 0.00
Fund 64 ( <i>Ntl School Lunch Prog</i> )	\$ 671.29
Fund 65	\$ 0.00
Total	\$ 928,429.40

6. Payment of December 2011 Bills/Invoices – It is hereby moved, that the Board of Education authorizes the Business Administrator/Board Secretary to pay bills during the month of December 2011 with retroactive approval at the next scheduled Regular Public Business Meeting of the Oradell Board of Education.
7. Purchase of Augmentative Device – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board of Education authorizes the purchase of an augmentative device from Old Tappan Board of Education at a prorated cost of \$2,290.52. (The device is utilized by a student who transferred into the district).
8. Approval of Special Education Services for the 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the following special education services:

PROVIDER	Student	DESCRIPTION/RATE
West Bergen Mental Health Center	#44	Continuation of social skills program thru 6/23/12 at (1) session per week @ \$65.00/session
Johanna Bargisen/Region V	#80	To provide 4 hrs weekly ABA/Parent training from 12/12/11-2/6/12 as per shared services agreement (BOE approved 5/4/11)
Nicole Benna	#58	Continuation of ABA/Parent Training hours from 12/22/11-6/10/12. 10 hours weekly @ \$40.00/hour

9. Acceptance of PTA Mini Grant Award Monies 2011/2012 school year- It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts with deep appreciation mini-grant award monies in the following amounts from the Oradell Parent-Teacher Association in support of the following program:

<u>Grade</u>	<u>Mini Grant</u>	<u>Amount</u>
4 <sup>th</sup>	Lenape Indian Program	\$475.00

10. Approval of proposal for installation of additional standby electrical circuits (UPS units in the computer room, sump pump in the faculty lounge, and sump pumps in the Central Office) by D. Frederick Electric, LLC for a cost not to exceed \$3,000.00 (labor & materials).
11. Approval to explore the installation of additional standby electrical circuits to power the Central Office and the Main Office at a cost not to exceed \$2,000.00.

E. PERSONNEL /NEGOTIATIONS– Mrs. Robertson, Chairperson  
 Dr. Nuccetelli, Mr. Samuel, Mrs. Watson-Nichols spoke highly about Ms. Cioppi. The board wishes her well on her retirement. Mr. Walsh said there is always “skype” if we need to contact Ms. Cioppi in the future.

*A motion by Mrs. Robertson, seconded by Mr. Walsh and carried by roll call vote the board approved E1, E2, E3, E4, E5 amended (Mr. Ferrante abstained), E6, E7, E8, E9, E10.*

1. Acceptance of Resignation - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts with regret, the resignation of Rita Cioppi, Business Administrator/Board Secretary effective on or about June 30, 2012 for retirement purposes.
2. Acceptance of Resignation – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts the resignation of Alicia Vuoncino, Part-Time Instructional Aide, effective November 18, 2011.
3. Approval of Part-time Nurse Aide for the 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the appointment of the following Part-time Nurse Aide at a rate of \$24.00 per hour, 15 hours per week, effective January 3, 2012.

Kayla Simpson

4. Approval of Science Consultant for 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board retroactively approves the appointment of Albert Ruffini, Science Consultant, at a rate of \$200.00 per day, 2 days per week and an additional 2 days per month as needed, effective September 1, 2011-June 30, 2012.
5. **AS AMENDED** - Approval of School Musical Staff/Stipends – It is hereby moved, upon recommendation of the Interim Superintendent, that



the Board approves the following staff and stipends for the School Musical scheduled for March 22 and March 23, 2012 **subject of a possible adjustment after the ratification of the new memorandum of agreement;**

<u>Staff</u>	<u>Stipend Amount</u>
James Butcher	<del>\$850.00</del> \$550.00
Sheri Giacomini	<del>\$850.00</del> \$550.00
Carol Richardi	<del>\$850.00</del> \$550.00

6. Conferences/Workshops 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim 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:** Jill Van Praagh  
**Conference/Seminar/Workshop:** Defendable IEP  
**Date:** February 10, 2012  
**Location:** Region V  
**Registration Fee:** \$0  
**Mileage and Tolls:** \$0

7. Student Teachers for the 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approve the following student teachers for the 2011/2012 school year:

<u>Student Teacher</u>	<u>College/University</u>	<u>Dates</u>	<u>Cooperating Teacher</u>
Jenna Tripsas	Ramapo College of NJ	1/23/11-5/4/11	<del>Terrence</del> McGill

8. Approval of Literacy Workshop and Stipends– It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the Literacy Workshop and stipends in the amount of \$45.00 p/hour and \$20.00 p/planning for each of the below listed teachers:

Amy Kennedy  
 Roberta Kenyon  
 Melissa Pizza  
 Kimberly Sheridan  
 Jennifer Tashjian  
 Ericka Wright

9. Approval of Substitute Teachers for the 2011/12 School Year – It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approve the appointment of the following individuals as substitute teachers for the 2011/12 school year, at a per diem rate of \$80.00 which increases to \$85.00 per day after the 10<sup>th</sup> day of service during the 2011/12 school year:

Emily Golden  
 Nicole Anderson

10. Approval of Lunch Aide for the 2011/12 School Year – It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approves the appointment of the following individual as Lunch Aide for the 2011/12 school year, as needed, at an hourly rate of \$14.00 (pending criminal background check):

Wendy Melillo

F. POLICY – Mrs. Walker, Chairperson stated this is a first reading and no action needs to be taken.

Policy #  
#3541.1 (Revised)

Policy  
Transportation Routes and Services

G. PUBLIC RELATIONS/KEY COMMUNICATORS – Mrs. Norian, Chairperson is trying to get a Community Meeting organized for January 4, 2012 at 7:00 PM.

H. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate attended the November 19, 2011 NJSBA Delegate’s Meeting. Regarding the fingerprinting and background checks for board members, a resolution was brought up that if some who smoked marijuana 30 years ago could be on the board, the answer is “no”. School Boards said that was too harsh.

Mr. Walsh announced that he is being considered for the NJSBA Vice President of Finance.

## **X. OPEN TO THE PUBLIC**

Mrs. Pinto was concerned that her son was walking around the building unattended during the after-school program. She wanted to know if anything was discussed regarding this problem. President Watson-Nichols responded stating that she was present at the time of the incident and it was not taken lightly. A letter will be written to Mrs. Pinto explaining the outcome of the administration’s conversation. Dr. Nuccetelli replied stating the Board Policy is in place that every parent must state who their child is to be released to. Mr. Samuel asked how far can we go in mandating that the “Y” is following our policy. They need to be more careful with the kids. Dr. Nuccetelli replied there is a form a parent fills out each school year to state how their child is to be released.

Mrs. Sattely thanked Dr. Nuccetelli and the Board for letting her daughter present her pictures from the Sharpe trip. She also asked when Mr. Ruffini is present in the school. Dr. Nuccetelli responded he is limited to 16 hours per week.

## **XI. OLD BUSINESS**

Mrs. Walker brought sample T-shirts for the board members and asked how they wanted their name printed on the shirt.

Mr. Samuel gave an update on the security project and mentioned that we are waiting for the as-built drawings from the architect. A meeting was held last Friday and it will

be done soon. He also asked to have the district goals for January 25<sup>th</sup> to be added to the action item list.

Mr. Ferrante asked why the sump pumps were not originally attached to the new generator. Mr. Samuel responded that at the time we did not have the funds to include the sump pumps because we were more concerned with heating the building and adding the computer servers.

## **XII. NEW BUSINESS**

Board discussion followed regarding the below resolutions. It was determined that Board Members were not in favor of supporting #1. The Board was in favor of supporting #2.

1. Resolution in Support of the Allamuchy School District (attached)

*A motion by Mr. Walsh, seconded by Mrs. Robertson and carried by roll call vote the board approved the resolution to support the amendment to Senate Bill 2925.*

2. Resolution seeking Amendment to Senate Bill 2925(Ruiz)/Assembly Bill 4132(attached).

Mrs. Robertson requested that someone look into the Wednesday Web Watch procedures. She felt the information was not being placed on the Web Watch in a timely manner. Mr. Samuel asked if there was a way the administration could alert the parents that something was being posted.

President Watson-Nichols asked to have the board agenda emailed at 4:00 pm prior to the board meeting for their review.

## **XIII. CLOSED SESSION – Not at this time.**

**XIV. A motion by Mrs. Norian, seconded by Mrs. Walker the meeting adjourned at 10:24 p.m.**

Respectfully submitted,



Rita Cioppi  
Business Administrator/Board Secretary

