

ORADELL BOARD OF EDUCATION  
ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING  
Oradell Public School Library/Media Center  
APRIL 18, 2012

MINUTES

- I. The meeting was **CALLED TO ORDER** at 7:33 pm by President Watson-Nichols.
- II. The **FLAG SALUTE** was led by Dr. Westlake.
- III. The **SUNSHINE LAW STATEMENT** was read by President Watson-Nichols.

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 Mrs. Walker.

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 arrived at 7:36 p.m., Mrs. Walker, Mr. Walsh, Dr. Westlake, Mrs. Robertson, Mrs. Watson-Nichols

**Absent:** Mr. Samuel

Also present were Dr. Jeffrey Feifer, Interim Superintendent, Ms. Rita Cioppi, Business Administrator/Board Secretary and approximately 14 members of the public.

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

Dr. Feifer spoke about the following:

A. Enrollment (Enclosure # 1)

Our enrollment as of April 2, 2012 was 796. This represents a decrease of one student since the last enrollment report.

#### B. Principal's Report

Mr. Ryan's report concerning recent activities and events at OPS (distributed at the Board Meeting).

#### C. Administrative Team Meetings

The following topics were discussed at the Administrative Team Meetings held since the last Board Report: Enrollment and Staffing for 2011-2012 and 2012-2013; Kindergarten Program for 2012-2013; Budgets for 2011-2012 and 2012-2013; Buildings and Grounds, Exclusion Policy; Administrative Search; Curriculum and Instruction; Status of Non-Tenured Teachers; Regional Director of Curriculum and Instruction; Special Services Update; Room Availability; Transitional Program for 2012-2013; Input from Teachers and Administrators Concerning our Administrative Search; NJ SMART Responsibilities; QSAC; Presentations at Board Meetings in 2012-2013; Educator Evaluation Responsibilities; Compensation for Substitute Aides, Nurse Aides; Observation Reports and Summative Evaluations; Planning for FDK; Use of Computers.

Board Members asked questions on the full day kindergarten program.

#### D. Regional Meetings

The following topics were discussed at our Special Education Region V Meetings and Tri-District Meetings held since the last Board Report: Educator Evaluation Systems; Director's Position; Policy on Exclusion; Membership in Region V; Summer Curriculum Development; Summer and Fall Professional Development; Bi-Borough Meeting; Criterion Referenced Testing.

Board members asked questions on the evaluation process.

#### E. Full Day Kindergarten

The Administrative Team and our Tri-District Supervisor of Curriculum and Instruction will be meeting with our Kindergarten Teachers after school on Wednesday, April 18, 2012 to plan for the implementation of FDK. I will report to the Board at our meeting on Wednesday evening.

#### F. Personnel Meeting

The Administrative Team is requesting a closed session with the Board of Education at 6:00 p.m., prior to the Board Meeting on May 2, 2012, to discuss the status of our non-tenured staff and review staffing for 2012-2013.

#### G. Closed Session

There will be a closed session meeting at the end of tonight's meeting to discuss personnel issues.

#### H. HIB Report

Acceptance of Interim Superintendent's Harassment, Intimidation and Bullying (HIB) Monthly Report .(Enclosure #2)

#### I. Personnel/Substitute Teacher

Jennifer Powers, teacher of grade five, will be taking a medical leave of absence for three

weeks beginning on April 27, 2012. The administration will be choosing a substitute for Ms. Powers while she is on medical leave.

## **RECOMMENDATIONS**

### **A. Substitute Aides**

We are experiencing a shortage of substitute aides that is attributed to the change of compensation from \$40 per half-day to \$30 per half-day. I am recommending that we restore the former amount of \$40 per half-day so that we will have appropriate coverage for this important support resource when needed.

### **B. Planning for 2012-2013**

Our Kindergarten registration for September 2012 is eighty-eight. This would make the enrollment twenty-two students per class if we maintain four sections. The enrollment would be seventeen or eighteen if we have five classes but this number is likely to increase as the registration process continues through the summer.

We have also examined the short and long-term availability of classrooms with bathrooms that could accommodate the five Kindergarten sections as they moved through the school as well as the Transition Class that we want to initiate in September. We can accommodate both of these classes both next year and in the foreseeable future. As such, I am recommending that we approve the fifth Kindergarten section and the Transition class for 2012-2013.

### **C. Nurse's Aide**

In the past we employed Nurse's Aides for six hours per day to help meet the medical needs of our students and to cover for the school nurse when she was teaching health or out of the building. This was cut back to three hours per day because of the budget crises two years ago. We are finding that the three hours is helpful but does not adequately meet our nursing needs. Mr. Santagato is often called away from his duties to serve as nurse. This is clearly not the best use of his time nor does it provide adequate care for our students. I am recommending that we restore these services to the previous level by hiring an additional Nurse's Aide to work three hours per day.

## **VII. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY**

Mrs. Gatlin asked if there will be full time teacher aides in the full day kindergarten classes. Dr. Feifer responded that full time aides are not in the budget, only part time.

Ms. Wright, OPS Teacher asked when the next board meeting will be held, May 2nd or May 9th. Dr. Feifer responded May 2<sup>nd</sup>.

## **VIII. MINUTES**

### **REVIEW OF MEETING MINUTES –**

- March 28, 2012      Public Budget Meeting
- March 28, 2012      Work/Regular Session Meeting, Closed Session

**APPROVAL OF MINUTES – *It is hereby moved by Mr. Walsh, seconded by Dr. Westlake and carried by roll call vote the Board approved the following minutes.***

- March 13, 2012 Work/Regular Session Meeting (Mr. Ferrante abstained)
- March 19, 2012 Special Session Meeting, Closed Session

**IX. COMMITTEE REPORTS/ACTION**

A. TRI-DISTRICT/SHARED SERVICES - Dr. Westlake, Chairperson

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

*A motion by Mr. Derian, seconded by Dr. Westlake and carried by roll call vote 8-0 (Mr. Samuel absent) the Board approved B1.*

1. 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	Date(s)	Time	Custodian Overtime
*Oradell Education Association	Walk-A-thon	Grounds in front of OPS	May 22, 2012 Rain date: May 24, 2012	3:10-4:30pm	-0-
*38 <sup>th</sup> District Assembly Office	Community Outreach Program	Auditorium	May 22, 2012	5-7:30 PM	-0-
*Oradell PTA	Movie Nite "Race to Nowhere"	Auditorium	April 25 & 26, 2012	7-10PM	-0-
* Oradell PTA	Kdg. Book Club	Rooms 151, 153, 154	April 25, 2012	2:30-3:45	-0-
*River Dell Cheerleading	Uniform Return	GYM	April 24, 2012	6-8 PM	-0-

\*No fee to use the facilities

\*\*rates subject to change pending negotiations

C. CURRICULUM – Mr. Ferrante, Chairperson

*A motion by Mr. Ferrante, seconded by Dr. Westlake and carried by roll call vote 8-0 (Mr. Samuel absent) the Board approved C1(with correction) C2, C3.*

1. Approval of a Tuition Based General Education Pre-K Class for 2012/2013 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the establishment of a tuition Based General Education Pre-K Class for three and four year olds for the 2012/2013 school year.
2. Approval of Five (5) Sections of Kindergarten for 2012/2013 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves five (5) Sections of Kindergarten for the 2012/2013 school year.
3. Approval of Field Trips for 2011/2012 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following field trips:

Grade	Destination	Dates	Cost
Kindergarten	Farmstead Estate Ringwood, NJ	May 30, 2012	\$8.00 per person \$340 per bus (2 buses) Parent Funded
Sixth	Camp Bernie Port Murray, NJ	May 4, 2012	\$37 per person PTA/OK Kids Funded Transportation: Approximately \$15 per person

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

*A motion by Mrs. Norian, seconded by Dr. Westlake and carried by roll call vote 8-0 (Mr. Samuel absent) the Board approved D1, D2.*

1. Payment of April 2012 Bills/Invoices – It is hereby moved, that the Board of Education authorizes the Business Administrator/Board Secretary to pay bills during the month of April 2012 with retroactive approval at the next scheduled Regular Public Business Meeting of the Oradell Board of Education.
2. 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	#65	Continuation of social skills program to conclude on 4/30/12 (2) sessions per week @ \$65.00/session

E. PERSONNEL /NEGOTIATIONS– Mrs. Robertson, Chairperson

*A motion by Mrs. Robertson, seconded by Dr. Westlake and carried by roll call vote 8-0 (Mr. Samuel absent) the Board approved E1, E2, E3.*

1. 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:** Debra Silverstein

**Conference/Seminar/Workshop:** NJTESOL Spring Conference: “Success for ELLS Across the Curriculum

**Date:** May 30-31, 2012

**Location:** New Brunswick, NJ

**Registration Fee:** \$274.00

**Mileage and Tolls:** \$42.38

**Name:** Judith McGavin

**Conference/Seminar/Workshop:** Dyslexia: The Basics

**Date:** June 1, 2012

**Location:** Englewood, NJ

**Registration Fee:** \$65.00

**Mileage and Tolls:** \$ 4.46

**Name:** John Samuel  
**Conference/Seminar/Workshop:** NJSBA Webinar – Governance IV  
**Date:** March/April 2012  
**Registration Fee:** \$50.00

2. Approval to amend Substitute Instructional Aide Rates for 2011/2012 School Year- It is hereby moved, upon recommendation of the Interim Superintendent that the Board (amends the previously approved resolution on August 24, 2011 #E8) and approves the new rate for Substitute Instructional Aides for the 2011/2012 School year at a per diem rate of \$80 which increases to \$85.00 per day after the 10<sup>th</sup> day of service.
3. Approval to hire an additional Part-time Nurse's Aide for the 2011/2012 School Year –It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the hiring of an additional Nurse's Aide for the 2011/2012 School Year at an hourly rate of \$24.00 per hour, 15 hours per week.

F. POLICY – Mrs. Walker, Chairperson

*Mrs. Walker stated a committee meeting is scheduled for May 2<sup>nd</sup> at 9:00 AM. Mrs. Walker also requested to pull Policy 9270.*

*A motion by Mrs. Walker, seconded by Mr. Walsh and carried by roll call vote 8-0 (Mr. Samuel absent) the Board approved F1.*

1. Second Reading of the Policies – It is hereby moved by upon recommendation of the Interim Superintendent that the Board approves/adopts the following policies:
  - 4111 Recruitment, Selection and Hiring-Professional Staff
  - 4211 Recruitment, Selection and Hiring-Support Staff
  - ~~9270~~ Conflict of Interest (pulled)

G. PUBLIC RELATIONS/KEY COMMUNICATORS – Mrs. Norian, Chairperson –No Report.

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

**X. OPEN TO THE PUBLIC**

Mrs. Shapiro spoke on behalf of the PTA inviting everyone to the Race to Nowhere which is being held both April 25<sup>th</sup> and 26<sup>th</sup>. It points to silent problems in the schools. It can also be found on OradellPTA.com to reserve a seat, it starts at 7:30 pm and there is no cost for the event. President Watson-Nichols mentioned that the Board of Education will be interviewing for a Superintendent both of those nights.

**XI. OLD BUSINESS - none**

**XII. NEW BUSINESS**

Mrs. Robertson said she had questions on some of the board policies and sent her questions to Mrs. Walker for the May 2<sup>nd</sup> meeting. She also asked if resolution E2 was the same as described in the Superintendent's report. Dr. Feifer responded "yes".

Mr. Derian shared with the board that 4 out of 5 state energy audit proposals were received. The B&G committee will select a couple to come on site.

Mr. Derian also shared that the garden shed has been purchased and was installed. He mentioned that raised flower beds would be put near the garden by an Eagle Scout volunteer.

Mrs. Cathy Sears said two garden beds would be added to the garden and would be made out of wood which will hold up better than the original plastic beds. She also mentioned that the girl scouts will care for the garden over the summer months.

**XIII. CLOSED SESSION – *A motion by Dr. Westlake, seconded by Mr. Ferrante and carried by roll call vote, the Board entered into closed session at 8:19 p.m.***

**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.

*A motion by Dr. Westlake, seconded by Mrs. Norian the Board entered into public session at 9:31 pm.*

**XIV. *A motion by Dr. Westlake seconded by Mrs. Norian the meeting adjourned at 9:33 pm***

Respectfully submitted,



Rita Cioppi  
Business Administrator/Board Secretary

