

ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
MAY 2, 2012

MINUTES

- I. The meeting was **CALLED TO ORDER** at 7:30 p.m. by President Watson-Nichols.
- II. The **FLAG SALUTE** was led by Mrs. Norian.
- 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 Mr. Ferrante.

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, Dr. Westlake, Mrs. Robertson, Mrs. Watson-Nichols

Absent: None

Also present were Dr. Jeffrey Feifer, Interim Superintendent, Ms. Rita Cioppi, Business Administrator/Board Secretary, Mr. Alfredo Aguilar, Business Administrator/Board Secretary, and approximately 25 members of the public.

VI. INTERIM SUPERINTENDENT'S REPORT

Enrollment (Enclosure No. 1)

Our enrollment at the end of April was 800. This represents an increase of four students since the last enrollment report.

Principal's Report (Enclosure No. 2)

Mr. Ryan's report concerning recent activities and events at OPS is enclosed.

HIB Report

There were no reported incidents of harassment, intimidation, or bullying in the district since the last Board Report.

Administrative Team Meetings

The following topics were discussed at our Administrative Team Meetings held since the last Board Report: Liaison with OEA President; Curriculum and Instruction; Special Services; Basic Skills and G & T; Budget and B & G Updates; Staffing and Enrollment; Education Evaluation System; Full-Day Kindergarten Planning; Graduation; QSAC; Goals; PGPs; Superintendent's Search; PTA Wish List; Teacher Recognition Day.

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; Summer Curriculum Development; Summer and Fall Professional Development; Bi-Borough Meeting.

Educator Evaluation System

Here are the critical milestones for fulfilling the State's new requirements for evaluations and observations of teachers and administrators:

No later than November 2012, form a District Advisory Committee to ensure stakeholder engagement in the evaluation reform;

- By January 2013, adopt an evidence-supported teaching practice instrument and procedures for applying the instrument;
- From January 2013 through August 2013, test and refine implementation of the observation instruments and rubrics and prepare for full implementation in the 2013-14 school year;
- By June 2013, thoroughly train teachers on the teacher practice instruments;
- By August 2013, thoroughly train observers to ensure fair and consistent application of the instruments; and
- In January and July 2013, complete progress reports on these milestones.

Staffing for 2012-2013

The performance and the 2012-2013 employment status of non-tenured staff will be discussed in closed session prior to the Board Meeting on May 2, 2012. After that meeting I will provide a list of recommendations concerning the hiring of non-tenured staff members for the Board to act upon at the public meeting.

Teacher Appreciation Day

This week is Teacher Appreciation Week and Friday is Teacher Appreciation Day. On behalf of the administration I want to recognize our teachers for the outstanding work they do with our children. I believe that the demands placed upon teachers is greater than ever and I thank and congratulate our staff for their diligence and devotion as they meet these rigorous demands.

Recommendations

2012-2013 Professional Development Plan (Enclosure No.3) Thank you to our Professional Development Committee for developing a thorough and comprehensive Professional

Development Plan for 2012-2013. Committee members include Chairperson Lesley Maklin, Toni Capodanno, Scott Ryan, John Norton, Tom Santagato, Debra Bendett, Linda Masiello, and Corinne Lynch. Our staff development priorities for next year will include training to: integrate technology into Science, Math Social Studies, and Language Arts; use the new software and hardware; implement our new reading curriculum; identify and address the needs of struggling students in the early grades; implement the new Science curriculum; implement additional aspects of Readers and Writers Workshops.

I recommend that the Board approve the 2012-2013 Professional Development Plan for submission to the Bergen County Professional Development Committee.

School Garden Project

There is now a lock on the garden shed and I am awaiting the plans for the expansion. Assuming that I receive the plans by May 2, 2012 and they are acceptable, I will be recommending that the Board approves the additional garden beds.

VII. BOARD PRESIDENT'S REMARKS

President Watson-Nichols welcomed Mr. Alfredo Aguilar, Business Administrator/Board Secretary.

The OPS Garden presentation was led by John Haak, Eagle Scout, who spoke about additional garden beds near the Kindergarten wing. Mr. Derian, Mrs. Robertson, Mrs. Walker had questions regarding the diagram of the garden beds. The project, a tiered garden area, is to benefit all students by supplying tables for grades 1, 3 and 5. Grown vegetables are already being eaten. Additional planting will be in June.

VIII. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY-None at this time.

IX. MINUTES

REVIEW OF MEETING MINUTES –

- April 18, 2012 Work/Regular Session Meeting, Closed Session

APPROVAL OF MINUTES – *It is hereby moved by Mr. Walsh, seconded by Mrs. Walker and carried by roll vote (Mr. Ferrante and Mrs. Norian abstained), the Board approved following minutes.*

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

X. COMMITTEE REPORTS/ACTION

A. TRI-DISTRICT/SHARED SERVICES - Dr. Westlake, Chairperson stated that a meeting is scheduled on May 8, 2012.

B. BUILDINGS & GROUNDS/SAFETY – Mr. Derian, Chairperson
A motion by Mr. Derian, seconded by Dr. Westlake and carried by roll call vote 9-0, 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 PTA	Summer Kick off Party	MPR C & D, Side Basketball Court and Side Back field	June 8, 2012	5:30-9:00pm	-0-
*Oradell PTA Special Needs Committee	Meeting	Media Center/IMC	May 8, 2012 May 10, 2012	7:00-10:00 pm	-0-
Girl Scout Troop # 995	Dance to benefit Habitat for Humanity	MPRs	June 15, 2012	6:00-8:30 pm	-0-

*no fee to use facility

C. CURRICULUM – Mr. Ferrante, Chairperson

A motion by Mr. Ferrante, seconded by Dr. Westlake and carried by roll call vote 9-0, the Board approved C1, C2.

1. Approval of the 2012-2013 Professional Development Plan – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the 2012-2013 Professional Development Plan for submission to the Bergen County Professional Development Committee.
2. 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(s)	Destination	Dates	Cost
Sixth	Camp Bernie Port Murray, NJ	May 4, 2012	\$1,556.25- cost for (3) buses Parent Funded
Fifth & Sixth	Band Festival Cresskill High School Cresskill NJ	June 7, 2012	\$75 Admission Fee Not to exceed \$600 for (2) buses Funded by the district

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

Mrs. Walker thanked OK Kids for their donation. Mr. Samuel asked for clarification on Agenda Item#D6. Ms. Cioppi provided a bond refunding update. Standard & Poors gave the district an AA rating.

A motion by Mr. Samuel, seconded by Mr. Walsh and carried by roll call vote 9-0, the Board approved D1, D2, D3, D4, D5, D6.

1. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end March 2012, 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.
2. Payment of Invoices – It is hereby moved that the invoices for the month of April 2012 be retroactively approved as follows:

Fund 10 (General Current Expense)	\$ 929,534.81
Fund 12 (Capital Outlay)	\$ 0.00
Fund 20 (Special Revenue Fund)	\$ 8,756.54
Fund 30 (Capital Projects Funds)	\$ 0.00
Fund 40 (Debt Service Fund)	\$ 0.00
Fund 50 (Summer School)	\$ 0.00
Fund 51 (Region V)	\$ 0.00
Fund 55 (Milk)	\$ 0.00
Fund 60 (Integrated PreSchool)	\$ 0.00
Fund 63	\$ 0.00
Fund 64 (Ntl School Lunch Prog)	\$ 583.69
Fund 65	\$ 0.00
Total	\$ 938,875.04

3. 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.

4. Renewal of Risk Manager/Consultant - It is hereby moved, upon the recommendation of the Superintendent, in concert with the Business Administrator, that the Board appoints Fenner & Esler Agency, Inc. as the district's Risk Management Consultant for the period of 7/1/12 – 6/30/15.

5. Acceptance of Oradell Kids Foundation Grant Award Money for the 2011/2012 school year- It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts with deep appreciation, grant award money from the Oradell Kids Foundation in support of the following program:

<u>Grade</u>	<u>Grant</u>	<u>Amount</u>
Sixth	Camp Bernie	750.00

6. Application for funds to support implementation of the Anti-Bullying Bill of Rights – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board authorizes the Business Administrator to apply for funds to support the implementation of the Anti-Bullying Bill of Rights Act for the purposes described in the application in the amount of : \$9,701.00 effective July 1, 2011 – June 30, 2012.
- E. PERSONNEL /NEGOTIATIONS– Mrs. Robertson, Chairperson
Personnel Item #E1 was pulled until the Board discussed it in closed session. Dr. Feifer discussed the remaining Personnel Items providing more detail for the Board. Mrs. Norian commented on the inclusion of Item #E9.

A motion by Mrs. Robertson, seconded by Dr. Westlake and carried by roll call vote 9-0 the Board approved, E2, E3, E4, E5, E6, E7, E8, E9, E10, E11, E12.

1. Approval of 2010/2013 Memorandum of Agreement and Salary Guides – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the Memorandum of Agreement and Salary Guides between the Oradell Board of Education and the Oradell Education Association for July 1, 2010 through June 30, 2013.
2. Approval of 2012 Part-Time Summer Custodians – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following 2012 part-time summer custodians at an hourly rate of \$ 9.50 (*pending criminal history review process):

Michael Bonifazio*
Ian Gallagher
Aidan Gallagher
Christopher Gordon
Nicholas Moltzen
Joe Ragusa

3. Approval of 2012 Substitute Custodian – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following 2012 substitute custodian retroactive to April 25, 2012 at an hourly rate of \$ 15.00:

Peter Hemans

4. Approval of Substitute Teacher 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 individual 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 10th day of service during the 2011/12 school year:

Jenna Tripsas

5. 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: Jennifer Amoroso
Conference/Seminar/Workshop: Dyslexia: The Basics
Date: June 1, 2012
Location: Englewood, NJ
Registration Fee: \$65.00
Mileage and Tolls: \$ 5.90

Name: Corinne Lynch
Conference/Seminar/Workshop: BC Assoc. of IT School Officials: Virtualization Technologies
Date: May 2, 2012
Location: Hasbrouck Heights, NJ
Registration Fee: \$0

Mileage and Tolls: \$0

Name: Alfredo Aguilar

Conference/Seminar/Workshop: NJASBO Annual Conference

Date: June 6, 7, 8, 2012

Location: Atlantic City, NJ

Registration Fee: \$325.00

Hotel/Meals: \$357.00

Mileage and Tolls: \$108.00

Name: Rita Cioppi

Conference/Seminar/Workshop: NJASB) Annual Conference

Date: June 6, 2012

Location: Atlantic City, NJ

Registration Fee: \$100

Mileage and Tolls: \$108.00

6. ~~Employment of Non-Tenured Staff (Enclosure No.4) — It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts the following motions concerning non-tenured personnel as listed in Enclosure No. 4 to be distributed at the meeting.~~

Non-Renewal of Aides for the 2012-2013 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts and approves the non-renewals of the following Aides and affirms the Interim Superintendent's previous action of notifying the Aides of the non-renewals:

Employee	Position
Ivonne Garcia	Full Time Instructional Aide
Patricia Hansen	Full Time Instructional Aide
Adriana Pestrichella	Full Time Instructional Aide
Carol Walker	Full Time Instructional Aide
Joan Bayley	Full Time Instructional Aide
Amy Pena	Full Time Instructional Aide
Regina Baragona	Part Time Instructional Aide
Brittany Bright	Part Time Instructional Aide
Theresa Bretan	Part Time Instructional Aide
Lindsay Coffman	Part Time Instructional Aide
Susan Champagne	Part Time Instructional Aide
Emily Chiciak	Part Time Instructional Aide
Marie Davis	Part Time Instructional Aide
Dolores Delia	Part Time Instructional Aide
Rosemary Irvine	Part Time Instructional Aide
Kathy Kelly	Part Time Instructional Aide
Lisa Licht	Part Time Instructional Aide
Joanne Lam	Part Time Instructional Aide
Janice Mawdsley	Part Time Instructional Aide
Eleanor Noel	Part Time Instructional Aide
Denise Pallotta	Part Time Instructional Aide
Christine Pfeiffer	Part Time Instructional Aide
Lisa Santangelo	Part Time Instructional Aide
Elizabeth Schuler	Part Time Instructional Aide

Renee Speno	Part Time Instructional Aide
Christine Taryla	Part Time Instructional Aide
Debra Tashjian	Part Time Instructional Aide
Brittany Tegg	Part Time Instructional Aide
Mary Ann Travalja	Part Time Instructional Aide
Cassandra VanPoznak	Part Time Instructional Aide

7. Non-Renewal of Non-Tenured Teacher for the 2012-2013 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts and approves the non-renewal of the following Non-Tenured Teacher:

Name	Assignment	Years in District
Allison Rubin	LLD Class	Completing 2 years

8. Re-Appointment of Non-Tenured Teachers for the 2012-2013 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts and approves the following re-appointment of Non-Tenured Teachers for the 2012-2013 school year:

Name	Assignment	Year(s) in District
Elizabeth Lagerstrom	Music (.2)	1
Michele Kalotkin	Speech & Language	1
Paige Murtagh	Resource Center	1
Jill VanPraagh	Social Worker	1
Rebeca Espinal	World Language (. 8)	2
Jennifer Kasyan	Instructional Media	2
Christine Wood*	Resource Center	3

*Teacher will attain tenure status on October 16, 2012.

9. Resignation of Administrator – It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts, with regret, the resignation of the following administrator:

Name	Assignment/Years in District	Effective Date
John Norton	Assistant Principal/ 3 years	August 30, 2012

10. Abolishment of Administrative Position – It is hereby moved, upon recommendation of the Interim Superintendent that the Board abolish the position of Assistant Principal, effective September 1, 2012.
11. Abolishment of Literacy Coach Position – It is hereby moved, upon recommendation of the Interim Superintendent that the Board abolish the position of Literacy Coach, effective July 1, 2012.
12. Establishment of Supervisory Positions – It is hereby moved, upon recommendation of the Interim Superintendent that the Board establish the following Supervisory Positions as of July 1, 2012:

*Instructional Supervisor – Pre-K through Grade 3

*Instructional Supervisor – Grades 4 through Grade 6

*Job descriptions will be sent to the Personnel Committee for review and discussion and will be placed on the Board Meeting Agenda of May 23, 2012.

F. POLICY – Mrs. Walker, Chairperson

A motion by Mrs. Walker, seconded by Mrs. Norian and carried by roll call vote 9-0 the Board approved F1.

1. Second Reading of Policies – It is hereby moved, that the Board approves and adopts the following policies (attached):

- Policy # 1330 Use of School Facilities
- By-law 9270 Conflict of Interest

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

H. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh stated the Delegates Meeting is May 19, 2012 and that election of new officers could not take place in the previous meeting due to insufficient attendance. Mr. Walsh spoke about the Iowa Project which is dedicated to ensuring all children graduate from high school.

XI. OPEN TO THE PUBLIC

Jane Kiernan, PTA President, questioned Mr. Norton's resignation and the creation of two new supervisor positions. She supports tenure for Mr. Norton.

Elinor Goeller, OPS Teacher, asked when MOA will be discussed.

Cathy Sears asked how Mr. Norton's duties will be covered. Dr. Feifer responded that the two new supervisors would split these duties.

Nancy Shapiro asked when the permanent superintendent would be hired. The Board responded that the position would be advertised the following day.

Sharon Giacomini, OPS Teacher expressed she will miss Mr. Norton.

XII. OLD BUSINESS

Mr. Derian asked about the existing technology presentation for the school.

Dr. Feifer will discuss the presentation with Corrine Lynch.

Dr. Feifer commented that the full day kindergarten teachers will visit Tenafly's full day program.

Regarding the energy audit, Ms. Cioppi commented that the two lowest bidding audit companies will present the scope of their services on May 18, 2012.

President Watson- Nichols commented on the status of the school's website. She also asked about the status of posting the last two years of board meetings on the school's website. Mr. Derian and Mr. Ferrante proposed archiving the minutes to promote transparency.

XIII. NEW BUSINESS

No new business was discussed.

XIV. CLOSED SESSION – *A motion by Dr. Westlake, seconded by Mrs. Walker and carried by roll call vote, the Board entered into closed session at 8:08 pm to discuss Agenda Item #E1.*

Mrs. Norian left the meeting at 8:08 pm.

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 Mr. Walsh and carried by roll call vote, the Board entered into open session at 8:40 pm.

A motion by Mrs. Robertson, seconded by Dr. Westlake and carried by roll call vote 8-0-1 (Mrs. Norian absent, Mr. Ferrante abstained) the Board approved E1.

E1. Approval of 2010/2013 Memorandum of Agreement and Salary Guides – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the Memorandum of Agreement and Salary Guides between the Oradell Board of Education and the Oradell Education Association for July 1, 2010 through June 30, 2013.

XV. *A motion by Mr. Ferrante, seconded by Dr. Westlake the meeting adjourned at 8:42 pm.*

Respectfully submitted,


Alfredo Aguilar
Business Administrator/Board Secretary