

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

**PUBLIC WORK/BUSINESS SESSION MEETING  
Oradell Public School Library/Media Center  
December 18, 2013**

**MINUTES**

**I.    *The meeting was CALLED TO ORDER at 7:30 p.m. by President Watson-Nichols.***

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

**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. Derian.***

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, Mrs. Norian, Mr. Oddo, Mrs. Walker, Mr. Walsh, Dr. Westlake,  
                  Mrs. Watson-Nichols

**Absent:**     Mrs. Robertson, Mr. Samuel

*Also present were Mr. Lawrence Hughes, Interim Superintendent, Mr. Bert Arifaj, BA/BS, Ms. Megan Bozios, Principal, Mr. Kevin Stokes, Assistant Principal, Mrs. Toni Violetti, Supervisor of Instruction, and approximately 20 members of the public.*

**VI.    **OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY – No comments at this time.****

**VII.   **BOARD PRESIDENT’S REMARKS****

**VIII.   **INTERIM SUPERINTENDENT’S REPORT****

**A. Information/Discussion Items**

1. HIB Report for November 2013
2. Superintendent Search
3. Update on District Goals

4. Student Government Presentation- *Ms. Bozios spoke about this group. She stated that Mrs. Kenyon is the group coordinator. Mrs. Walker also acknowledged this group's accomplishments.*

**IX. BUSINESS ADMINISTRATOR'S REPORT**

A. Information/Discussion Items

1. A presentation of the Comprehensive Annual Financial Report (CAFR) for FY ended June 30, 2013 by Mr. Jeffrey Bliss, CPA, of the accounting firm of Lerch, Vinci & Higgins, LLP.
2. Acceptance of Comprehensive Annual Financial Report (CAFR)
3. Acceptance and Approval of the Corrective Action Plan for FY ended June 30, 2013.
4. Acceptance of Preliminary Eligible Cost (PEC) for the Security Improvement Project

**\*Note: Mr. Bliss did not show up to give the presentation to the Board. Mr. Arifaj explained the audit results to the Board.**

**X. MINUTES**

REVIEW OF MINUTES –

- October 29, 2013 Public Work Session/Business Session Meeting
- October 30, 2013 Board Retreat
- November 20, 2013 Public Work Session/Business Session Meeting

APPROVAL OF MEETING MINUTES – None at this time.

**XI. COMMITTEE REPORTS/ACTION**

A. TRI-DISTRICT/SHARED SERVICES – Dr. Westlake, Chairperson – *A meeting is scheduled for January 28, 2014.*

B. BUILDINGS & GROUNDS/SAFETY – Mr. Derian, Chairperson  
*A motion by Mr. Derian, seconded by Mr. Walsh and carried by roll call vote 7-0 (Mrs. Robertson and 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 requests for use of school facilities for the 2013-2014 School Year:

Organization	Event	Area of Building	Dates	Time	Cost for Custodian O/T
*Jr. Women's Club	Regional Spelling Bee	Auditorium	January 12, 2014(Sunday)  January 26, 2014(Sunday) (snow date if necessary)	10:00a.m.4:00 p.m.	-0-
*Girl Scouts	Activity Nite	MPR D	Feb. 21, 2014 (Friday)	6-9:30 PM	-0-
Organization	Event	Area of Building	Dates	Time	Facility Use Charge
Boundaryless Productions	Play Rehearsal	Auditorium	December 14, 2013	11:00 AM-3:00 PM	\$250.00

\*no fee charged to use the facility

C. CURRICULUM – Mrs. Walker, Chairperson

***A motion by Mrs. Walker, seconded by Dr. Westlake and carried by roll call vote 7-0 (Mrs. Robertson and Mr. Samuel absent) the Board approved C1, C2, C3.***

1. Acceptance of HIB Report for December 2013 – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the HIB Report for December 2013.
2. Approval of Programs/Services for 2013/2014 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Programs/Services as Indoor Lunch/Recess Activities:
  - Martial Arts Master Lee’s Taekwondo – Oradell, NJ \$2,000.00 for 4 weeks of service
  - HERO (Helping Everyone Respect Others) Program American Self-Defense – Rochelle Park, NJ, \$2,000.00 for 4 weeks of service
3. Approval of Field Trip for 2013-2014 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Field Trips:

Grade	Destination	Dates	Cost to District	Cost to Parents
2	Museum Village Monroe, NY	May 16, 2014	\$0	\$970.00 Admission \$945.00 Transportation
5	Buehler Challenger Science Center Paramus, NJ	January 14,15,16, 2014	\$0	\$3,325.00 (5 Missions) \$600.00 Transportation

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

***A motion by Dr. Westlake, seconded by Mr. Walsh and carried by roll call vote 7-0 (Mrs. Robertson and Mr. Samuel absent) the Board approved D1, D2, D3, D4, D5, D6, D7, D8, D9.***

1. Acceptance of Preliminary Eligible Cost (PEC) for the Security Improvement Project – It is hereby moved, upon the recommendation of the Interim Superintendent, in concert with the Business Administrator, that the Board accepts the Preliminary Eligible Cost (PEC) figure from the State of New Jersey, Department of Education, Office of School Facilities for Oradell’s Security Improvement Project #3870-050-14-1001- G04.
2. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end November 2013, 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 2013-2014 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.
3. Payment of Invoices – It is hereby moved that the invoices for the month of November 2013 be retroactively approved as follows:

Fund 10 ( <i>General Current Expense</i> )	\$	904,968.75
Fund 12 ( <i>Capital Outlay</i> )	\$	0.00

Fund 20 ( <i>Special Revenue Fund</i> )	\$	29,393.53
Fund 30 ( <i>Capital Projects Funds</i> )	\$	0.00
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> )	\$	283.82
Fund 65	\$	<u>0.00</u>
Total	\$	934,646.10

4. Transfer of Funds – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the attached transfer lists 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. 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 2012-2013 Audit and the CAFR for the fiscal year ended June 30, 2013.
6. Acceptance and Approval of the Corrective Action Plan for FY ended June 30, 2013– 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(attached).
7. Acceptance of Oradell Kids Foundation Mini Grant Monies 2013-2014 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 OK Kids Foundation in support of the following programs:

<u>Grade</u>	<u>Mini Grant</u>	<u>Amount</u>
First	High Touch High Tech Rainforest Safari	\$1,006.25

8. Approval of Special Education Programs/Services for 2013/2014 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board amends the previously approved resolution on August 21, 2013, Agenda #D10 for Student #92 with a new tuition rate of \$60,618.24 (increase due to cost of shared aide).
9. Approval of Special Education Programs/Services for 2013/2014 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following:

<u>Student</u>	<u>Description of Services/Provider</u>	<u>Cost</u>
#59	(17) 45-minute occupational therapy (make-up) sessions @ Pediatric Occupational Therapy Services	\$140.00 p/session

E. PERSONNEL - Mrs. Robertson, Chairperson

***A motion by Mr. Derian, seconded by Mrs. Walker and carried by roll call vote 7-0 (Mrs. Robertson and Mr. Samuel absent) the Board approved E1, E2, E3, E4, E5, E6.***

1. Acceptance of Retirement - It is hereby moved, upon recommendation from the Interim Superintendent, that the Board accepts with regret, the resignation of Katherine DeRobertis, for the purpose of retirement, effective June 30, 2014.
2. Resignation of Part-Time Instructional Aide - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts, with regret, the resignation of Janice Mawdsley, Part-Time Instructional Aide effective December 13, 2013.
3. Approval of Part-Time Instructional Aide for the 2013/14 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approve Keri-Lyn Maher as Part-Time Instructional Aide, at a salary of \$10,464.00 (to be prorated and effective on or about 12/19/13.)  
*Until a contract agreement is ratified for the 2013/14 school year by the Oradell Board of Education and the Oradell Education Association, the 2012/13 salary guide will remain in effect unless otherwise stated. All adjustments will be made after settlement of the new contract.*
4. Approval of Substitute Teachers/Substitute Instructional Aides for the 2013/14 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/Substitute Instructional Aides for the 2013/14 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 2013/14 school year:

Denise Kuehner  
Keri-Lynn Maher  
Rebecca Starace

5. Appointment of Substitute Lunch Monitors for the 2013/2014 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the appointment of the following staff members to serve as Substitute Lunch Monitors at \$15.00 per session for up to 1 session a day:

Roberta Kenyon  
Adriana Pestrinchella

6. Approval of Workshops/Conferences for the 2013-2014 School Year – It is hereby moved, upon recommendation from the Interim Superintendent, that the Board approves the following Workshops/Conferences:

Attendee	Conference/Workshop	Location	Date(s)	Cost	Travel
Corinne Lynch	PARCC Regional Mtg.	Wayne, NJ	12/11/13	\$0	\$0
Lawrence Hughes	TECHSPO	Atlantic City, NJ	1/30/14, 1/31/14	\$385.00	\$315.00
Bert Arifaj	TECHSPO	Atlantic City, NJ	1/30/14, 1/31/14	\$385.00	\$315.00
Kevin Stokes	TECHSPO	Atlantic City,	1/30/14,	\$385.00	\$315.00

		NJ	1/31/14		
Toni Violetti	TECHSPO	Atlantic City, NJ	1/30/14, 1/31/14	\$385.00	\$315.00
Rosemarie Cataldo	TECHSPO	Atlantic City, NJ	1/30/14, 1/31/14	\$385.00	\$315.00
Maureen Cuschieri	TECHSPO	Atlantic City, NJ	1/30/14, 1/31/14	\$385.00	\$315.00
Greg Derian	TECHSPO	Atlantic City, NJ	1/30/14, 1/31/14	\$385.00	\$315.00
Toni Violetti	Section 504 in NJ	Hasbrouck Heights, NJ	2/7/14	\$231.00	\$5.82
Sharon McGill	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/31/14, 3/21/14	\$0	\$20.96
Stacey Gordon	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/31/14, 3/21/14	\$0	\$20.96
Sheryl Eaton	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/30/14, 3/20/14	\$0	\$20.96
Elinor Goeller	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/30/14, 3/20/14	\$0	\$20.96
Heide O'Keeffe	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/30/14, 3/20/14	\$0	\$20.96
Jeanne Black	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/30/14, 3/20/14	\$0	\$20.96
Scott Durling	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/30/14, 3/20/14	\$0	\$20.96
Rosemarie Cataldo	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/30/14, 3/20/14	\$0	\$20.96
Stephanie Kruczek	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/16/14, 3/7/14	\$0	\$20.96
Jennifer Powers	CCSS Year 2 Numbers and Operations	Fairfield, NJ	1/31/14, 3/21/14	\$0	\$20.96

F. POLICY – Mr. Oddo, Chairperson *stated the committee met last week to discuss this policy.*

1. First Reading of New Policy:

<u>Policy #</u>	<u>Description</u>
5338	Diabetes Management

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson

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

**XII. OPEN TO THE PUBLIC – *No comments at this time.***

**XIII. OLD BUSINESS**

**XIV. NEW BUSINESS**

*Dr. Westlake thanked OK Kids Foundation for their donation.*

*Mr. Walsh spoke about PARCC Pilot.*

*Mr. Derian asked about the enrollment report.*

**XV. CLOSED SESSION – *A motion by Dr. Westlake, seconded by Mr. Derian the Board entered into closed session at 8:30 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.

**XVI. A motion by Dr. Westlake seconded by Mrs. Norian the meeting adjourned at 9:00 PM.**

*Respectfully submitted,*

*Bert Arifaj*  
*Business Administrator/Board Secretary*