

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

**PUBLIC WORK/BUSINESS SESSION MEETING  
Oradell Public School Library/Media Center  
June 26, 2013**

**MINUTES**

**I.***The meeting was CALLED TO ORDER at 5:00 p.m. 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, Mrs. Norian arrived at 5:05 pm, Mr. Oddo, Mrs. Robertson,  
Mrs. Walker, Dr. Westlake, Mr. Samuel, Mrs. Watson-Nichols

**Absent:** Mr. Walsh

*Also present were Mrs. Anne Facendo, Superintendent/Principal, Barbara Barbagallo, Administrative Assistant to the BA/BS, Mr. Bert Arifaj, and approximately three members of the public.*

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

**VII.****BOARD PRESIDENT’S REMARKS**

*President Watson-Nichols commented on the graduation morning ceremony. She also spoke about a gift for Dr. Aguilar on the birth of his child yesterday. President Watson-Nichols asked Mrs. Barbagallo to deliver the gift to Dr. Aguilar. Mrs. Facendo stated she spoke with Dr. Aguilar today.*

**VIII.****CHIEF SCHOOL ADMINISTRATOR’S REPORT – Mrs. Facendo had nothing to report.**

**IX. BUSINESS ADMINISTRATOR'S REPORT**

A. Information/Discussion Items

Report Items Removed

**X. MINUTES**

APPROVAL OF MEETING MINUTES – *A motion by Dr. Westlake, seconded by Mrs. Walker and carried 7-0-1 (Mrs. Robertson abstained, Mr. Walsh absent) the board approved the following minutes::*

- June 5,2013                      Public Work/Business Session, Closed Session

**XI. COMMITTEE REPORTS/ACTION**

*President Watson Nichols waived all committee reports and went right to Finance.*

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

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

C. CURRICULUM – Mrs. Walker, Chairperson

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

*Mr. Samuel spoke about two finance items for board approval. Resolution D1 authorizes our surplus into a Capital Reserve account. The amount is not to exceed \$400,000. At this time we do not have \$400,000 as our extra-ordinary aid is not reflected in this amount, but offers the district flexibility. Resolution D2 – the district's auditor did not feel we should fund this account but Mr. Samuel explained the district should establish a Maintenance Reserve account as we qualify for that. We should increase the amount to \$100,000 as the district wants the flexibility to move money into this account. Mr. Samuel explained to the board and public that the district currently does not have these amounts of money in our accounts, but it is the uncertainty of the extra-ordinary aid amount that the district will finalize, and that will be the amount that is finally determined. D3 is our Shared Services/LEA Agreement with Northern Valley Regional School District and the contract is on file.*

*A motion by Mr. Samuel, seconded by Dr. Westlake and carried by roll call vote 8-0 (Mr. Walsh absent) the Board approved D1, D2, D3, D4, D5, D6, D7, D8.*

1. Resolution to transfer portion of Current Year Surplus to Capital Reserve – It is hereby moved, upon recommendation of the Chief School Administrator, in concert with the School Business Administrator that the Board approves the following:

**WHEREAS**, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Oradell Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

**WHEREAS**, the Oradell Board of Education has determined that an amount not to exceed \$400,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Oradell Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

2. Resolution to transfer portion of Current Year Surplus to Maintenance Reserve – It is hereby moved, upon recommendation of the Chief School Administrator, in concert with the School Business Administrator that the Board approves the following:

**WHEREAS**, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Oradell Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

**WHEREAS**, the Oradell Board of Education has determined that an amount not to exceed \$50,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Oradell Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

3. Award of Contract – It is hereby moved, upon recommendation of the Chief School Administrator, that the Board approve entering into an inter-local service agreement with the Northern Valley Regional School District and award a contract in the amount of \$95,000 for the installation of building Wi-Fi Internet infrastructure. The funds are currently encumbered in Capital Outlay (Fund 12) in the 2012-2013 school budget.
4. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end May 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 2012-2013 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.
5. Transfer of Funds – It is hereby moved, upon recommendation of the Chief School Administrator, 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.
6. Payment of Invoices – It is hereby moved that the invoices for the month of May 2013 be retroactively approved as follows:

Fund 10 ( <i>General Current Expense</i> )	\$ 917,915.51
Fund 12 ( <i>Capital Outlay</i> )	\$ 0.00
Fund 20 ( <i>Special Revenue Fund</i> )	\$ 16,063.42
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> )	\$ 398.82
Fund 65	\$ 0.00
Total	\$ 934,377.75

F. PERSONNEL – Mrs. Robertson, Chairperson

***Mrs. Robertson pointed out that resolutions F1 and F2 are for reappointment purposes and the salaries remain the same as the 2012/2013 school year.***

***A motion by Mrs. Robertson, seconded by Dr. Westlake and carried by roll call vote 8-0(Mr. Walsh absent) the Board approved F1, F2, F3, F4 (Mrs. Robertson voted no) F5, F6, F7, F8.***

1. Appointment of Central Office Staff for the 2013-2014 School year – It is hereby moved, upon the recommendation of the Chief School Administrator , that the Board appoints the following Central Office Staff for the 2013/2014 School Year:

Name	Position	Salary
Barbara Barbagallo	Administrative Assistant/Risk Management Officer	\$58,374.09
Cheryl Magill	Administrative Assistant/Personnel Officer	\$47,198.22
Lisa Green	Part-time Accounts Payable – 24.5 hours	\$18.75/Hr.
Nancy D’Antonio	Part-Time Payroll – 24.5 hours	\$25.00/Hr.

2. Appointment of Head Custodian for the 2013/2014 School year – It is hereby moved, upon the recommendation of the Chief School Administrator , that the Board appoints the following Head Custodian for the 2013/2014 School Year:

Name	Position	Salary
Kevin Williamson	Head Custodian	\$55,994.33

3. Approval of Salary for Long Term Leave of Absence Replacement Teachers for the 2013-2014 School year – It is hereby moved, upon the recommendation of the Chief School Administrator that the Board approves the pay schedule for a teacher who serves as a long term leave replacement teacher as follows:

\$80 per day for the first 10 days

\$85 per day for days 11-20

\$150 per day after 20 consecutive days in the assignment

4. Approval of Additional Personal Day - It is hereby moved, upon the recommendation of the Chief School Administrator, that the Board approves Sharon McGill for one additional Personal Day for the 2012-2013 school year, minus a deduction from salary of the current \$80 per diem rate of the substitute, due to extraordinary circumstances.

5. **ITEM REMOVED-**

6. Approval of Summer Nursing Hours - It is hereby moved, upon the recommendation of the Chief School Administrator, that the Board approves Carol Orthmann, RN for up to 10 hours of IEP Mandated summer nursing work at a rate of \$45 per hour, not to exceed a total of \$450.00

7. Approval of Long Term Leave of Absence Replacement Teacher for the 2013-2014 School Year– It is hereby moved, upon recommendation from the Chief School Administrator, that the Board approves Brittany Bright as a long term leave of absence replacement teacher (for Kim Sheridan Grade K) from September 1, 2013 to December 18, 2013 (inclusive of transition days).

8. Acceptance of Resignation– It is hereby moved, upon recommendation from the Chief School Administrator, that the Board accepts with regret, the resignation of Jennifer Kasyan, School Library Media Specialist, effective June 30, 2013.

G. POLICY – Mr. Oddo, Chairperson

**ITEM PULLED**

H. PUBLIC RELATIONS – Mrs. Norian, Chairperson

I. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate

**XII. OPEN TO THE PUBLIC – *The meeting was opened to the public at 5:11 p.m. There were no comments from the public at this time.***

**XIII. OLD BUSINESS -None**

**XIV. NEW BUSINESS - None**

**XV. CLOSED SESSION – Not at this time.**

**XVI. *A motion by Dr. Westlake, seconded by Mrs. Norian, the meeting adjourned at 5:12 p.m.***

Respectfully submitted,

Barbara Barbagallo  
Administrative Assistant to the BA/BS