

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
March 27, 2013**

MINUTES

- I. The meeting was called to order at 7:56 p.m. by President Watson-Nichols.**
- II. The FLAG SALUTE was led by Mr. Derian.**
- 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. 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, Mrs. Norian, Mr. Oddo, Mrs. Robertson, Mrs. Walker,
Mr. Walsh, Dr. Westlake, Mr. Samuel, Mrs. Watson-Nichols

Absent: None

Also present were Mrs. Anne Facendo, Superintendent/Principal, Dr. Alfredo Aguilar, BA/BS, Ms. Megan Bozios, Assistant Principal and approximately 18 members of the public.

- VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY**

- VII. BOARD PRESIDENT'S REMARKS**

- VIII. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

Mrs. Facendo discussed all items as listed on the board meeting agenda. Ms. Bozios provided information/budget on the new website development project. Mrs. Facendo also commended the administration and staff on their efforts with the "Cool the Earth" assembly.

A. Information/Discussion Items

1. Moment of Silence for Mrs. Geraldine McKinney
2. Website Update – Ms. Megan Bozios
3. Technology Plan for 2013-2016
4. Enrollment for March 2013 (Attached)
5. HIB Report (Attached)
6. NJ ASK Prep Instructors
7. Long Term Replacement Substitutes (Maternity)
8. Elementary Honors Band Festival/North Jersey – May 2013
9. Field Experience – RiverDell H.S. Senior

IX. BUSINESS ADMINISTRATOR’S REPORT

Dr. Aguilar discussed the items listed under his report including the new district architect and the scavenger bid results.

1. Discussion of LAN Associates – District Architect
2. Scavenger Bid Results

X. MINUTES

REVIEW OF MINUTES –

- February 27, 2013 Public Work/Business Session Meeting
- March 6, 2013 Public Work/Business Session Meeting

APPROVAL OF MEETING MINUTES – None at this time.

XI. COMMITTEE REPORTS/ACTION

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

Dr. Westlake discussed issues and inconsistencies with PARCC testing requirements and implementation. He also discussed the benefits that can come from increases in Tri-District collaboration and shared services.

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

Mr. Derian spoke about the advantages that LAN Associates offers over other firms. He discussed a tree that he supports planting. Mrs. Facendo discussed the background and significance behind the tree planting – a former Oradell student that passed away and who had a great experience with the school’s Sharpe Trip.

A motion by Mr. Derian, seconded by Mr. Walsh 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 Chief School Administrator, that the Board of Education approve the following request for use of school facilities for the 2012-2013 School Year:

Organization	Event	Area of Building	Dates	Time
*Oradell PTA	Mad Science	MPR-BCD	April 5, 2013 (rescheduled from 3/8/13)	3:15-4:15 PM
*Girl Scouts Troop # 1474	Silver Award Ceremony	Auditorium	June 4, 2013	3:30-5:00 PM
*Girl Scouts Troop #1474	Volleyball Clinic for Silver Project	Gym and MPR D	June 6, 7, 2013	3:00-5:15 PM

*Fee waived to use facilities

C. CURRICULUM – Mrs. Walker, Chairperson

Mrs. Walker discussed Agenda Item C2. She stated she is very proud of the participating students and arranging additional support for these trips next year. Mrs. Facendo added that there are a half dozen students participating in the North Jersey School Music Association Band Festival.

A motion by Mrs. Walker, seconded by Dr. Westlake and carried by roll call vote 9-0, the Board approved C1, C2 (with revision), C3, (C4 was moved to Personnel).

1. Acceptance of HIB Report for February/March 2013 – It is hereby moved, upon recommendation of the Chief School Administrator that the Board approves the HIB Report for February/March 2013 as per Attachment #1.
2. Approval of Field Trip for 2012/2013 School Year – It is hereby moved, upon recommendation of the Chief School Administrator, that the Board approves the following Field Trip:

Grade	Destination	Dates	Cost to District	Cost to Parents
G & T	Odyssey of the Mind State Finals Ewing High School Ewing, NJ	April 13, 2013	\$100 Tournament Fee \$300 Stipend for 2 teachers Transportation -\$661.50	-0-
5 & 6	North Jersey School Music Associations Elementary Honors Band Festival Columbia H.S. Maplewood, NJ	May 4, 2013	\$150 Stipend for Teacher	Transportation to be provided by parents

3. Technology Plan 2013-2016 - It is hereby moved, upon recommendation of the Chief School Administrator that the Board approves the Technology Plan for 2013-2016 and its submittal to the NJ Department of Education.

4. This resolution is moved to Personnel- Agenda Item #E11

Memorandum of Agreement between the Oradell Board of Education and the Oradell Education Association – It is hereby moved, upon recommendation of the Chief School Administrator that the Board approves Memorandum of Agreement received February 21, 2013 between the Oradell Board of Education and the Oradell Education Association for the period of July 1, 2010-June 30, 2013.

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

Mr. Samuel praised the efforts and initiatives of the new administrative team. Mr. Samuel pointed out that the budget will enable the district to “go green” and make improvements to the Parent Portal.

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.

1. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end February 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.

2. Payment of Invoices – It is hereby moved that the invoices for the month of March 2013 be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 268,743.46
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 15,839.57
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>Nil School Lunch Prog</i>)	\$ 390.22
Fund 65	\$ 0.00
Total	\$ 284,973.25

3. 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.

4. Approval of Special Education Programs/Services for 2012/2013 School Year – It is hereby moved, upon recommendation of the Chief School Administrator, that the Board approves the following Program/Service as per the student’s IEP for the 2012-2013 school year:

<u>Student #</u>	<u>School/Services</u>	<u>Cost</u>
# 80	Northern Valley Regional H.S. (Valley Program) to provide 20 hrs. parent training for parents	\$30.00 p/hour

5. Approval of District Architect for 2013– It is hereby moved, upon recommendation of the Chief School Administrator, that the Board approves the appointment of LAN Associates, as the district’s Architect of Record for 2013.

E. PERSONNEL /NEGOTIATIONS– Mrs. Robertson, Chairperson

Mrs. Robertson asked to pull Agenda Item E9 and E11 (formerly C4). She is unsure what the change is to the practice that mandates the need for the Position Posting MOA (E11) Mr. Samuel explained the need for having it in writing and Mrs. Robertson said she is fine voting on this. Mr. Derian asked if the resolution can be tabled if others are not comfortable with it. Mrs. Walker added that any grievances

brought out due to this document have been resolved and the document eliminates any misunderstandings.

A motion by Mrs. Robertson, seconded by Dr. Westlake and carried by roll call vote 9-0, the Board approved E1, E2, E3, E4, E5, E6, E7 ,E8, E9, E10,

1. Approval of Leave of Absence - It is hereby moved, upon the recommendation of the Chief School Administrator, that the Board approves a Childbirth Disability Leave of Absence for Kimberly Sheridan to commence on or about May 24, 2013 through June 27, 2013 (using 23 accrued sick days), followed by New Jersey Family Leave from September 3, 2013 and end on November 26, 2013 (unpaid by the Board, with health benefits), followed by an additional Leave of Absence (unpaid) from November 27, 2013 until December 13, 2013 with a return to work date of December 16, 2013.
2. Approval of Part-Time Instructional Aide for 2012/2013 School Year – It is hereby moved, upon recommendation of the Chief School Administrator, that the Board approves Blair Hughes, Part-Time Instructional Aide, at a salary of \$10,464 (to be prorated) effective start date pending criminal background check.
3. Approval of Workshop/Conference for the 2012-2013 School Year – It is hereby moved, upon recommendation of the Chief School Administrator, that the Board approves the following Workshop/Conference:

Attendee	Conference/Workshop	Location	Date(s)	Estimated Cost	Estimated Travel Costs
Megan Bozios	Legal One Series	Robbinsville, NJ	4/16 & 17/13		\$37.20 Mileage for day 2
John Samuel	Odyssey of the Mind Judging	Ewing H.S. Ewing NJ	4/13/13	-0-	\$45.69
John Walsh	Odyssey of the Mind- Judging	Ewing H. S. Ewing NJ	4/13/13	-0-	-0-

4. Approval of Mileage for Tri-District Professional Development - It is hereby moved, upon the recommendation of the Chief School Administrator, that the Board approves the following travel costs for teachers to attend the Tri-District Conquer Math workshops:

Date	Teachers - Grade 3	Travel Cost per Teacher
April 22, 2013	Kate DeRobertis Gail Tobey Terrence McGill Debra Lane Melissa Pizza Christine Wood Patricia Cuddy	\$10.45
Date	Teachers - Grade 4	Travel Cost per Teacher
April 23, 2013	Elinor Goellor Jeanne Black	\$10.45

	Kim Sheridan Heide O’Keeffe Scott Durling Carol Natiello Lauren Roberto	
Date	Teachers - Grade 5	Travel Cost per Teacher
April 24, 2013	Sharon McGill Carol Blakeslee Kristen Nicholas Nicole Carroll Jennifer Powers Jennifer Amoroso Stacey Gordon Paige Murtagh Rosemarie Cataldo	\$10.45

5. Approval of Substitute Teachers for the 2012/13 School Year – It is hereby moved, upon the recommendation of the Chief School Administrator, that the Board approve the appointment of the following individuals as substitute teachers for the 2012/13 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 2012/13 school year:

Lindsey Coffman
Victoria James
Keri-Lynn Maher
Samantha Messmer

6. Approval of Substitute Instructional Aides for the 2012/2013 School Year – It is hereby moved, upon the recommendation of the Chief School Administrator that the Board approves the appointment of the following individuals as substitute instructional aides for the 2012/2013 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 2012/13 school year:

Nicole Anderson
Lindsey Coffman
Victoria James
Luciana LoSchiavo
Keri-Lynn Maher

7. Approval of Long-Term Substitutes - It is hereby moved, upon the recommendation of the Chief School Administrator that the Board approves the appointment of the following individuals as Long-Term Substitutes:

Long-Term Substitute	Teacher/Grade	Dates
Samantha Messmer	Jamie Caruana/Grade 1	4/22/13 – 6/27/13
Brittany Bright	Christine Wood/Special Ed.	4/29/13 – 6/27/13
Marie Davis	Kim Sheridan/Grade4	5/24/13 – 6/27/13

8. Approval of Field Service Placement for the 2012-2013 School Year- It is hereby moved, upon the recommendation of the Chief School Administrator that the Board approves the following River Dell High School student Field Service placement:

Student Name	Dates	Cooperating Teacher
Vanessa Case	4/1/13 – 6/27/13	Helene Albrecht

9. Approval of NJ ASK **Prep Instructors** for the 2012-2013 School Year- It is hereby moved, upon the recommendation of the Chief School Administrator that the Board approves the following:

- **NJ ASK Teachers for Grades 3 & 4:**

Ericka Wright
 Roberta Kenyon
 Kim Scalanga
 Michele Rudolph

12 hours per teacher @ \$45p/hr., plus 6 hours Prep time per teacher @ \$20 p/hr.

- **NJ ASK Teachers for Grades 5 & 6:**

Jill Jengo
 Pat Cuddy

10 hours per teacher @ \$45/hr., plus 5 hours Prep time per teacher @ \$20 p/hr.

10. Approval of Student Teacher Placement - It is hereby moved, upon recommendation from the Chief School Administrator, that the Board retroactively approves the following Student Teacher Placement:

Name: William Thoman
 Cooperating Teacher: Carol Richardi, Music
 School: Montclair State University
 Dates: March 22, 2013- June 27, 2013

A motion by Mrs. Robertson, seconded by Dr. Westlake and carried by roll call vote 8-0-1 (Mr. Derian voted no) the Board approved E11.

11. Memorandum of Agreement between the Oradell Board of Education and the Oradell Education Association – It is hereby moved, upon recommendation of the Chief School Administrator that the Board approves Memorandum of Agreement received February 21, 2013 between the Oradell Board of Education and the Oradell Education Association for the period of July 1, 2010-June 30, 2013.

F. POLICY – Mr. Oddo, Chairperson

Mr. Oddo discussed the items covered during the last committee meeting including an updated dress code, mission statement and updating the policy manual. He commended Dr. Aguilar for taking on the task of updating the policy manual.

Mr. Oddo explained the need to update the manual as a result of changes in the law. President Watson-Nichols pointed out that there are services to assist with updating the manual.

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson

Mrs. Norian discussed that social media was covered at the last meeting. Mrs. Facendo added that the local newspaper will report on the school's "Cool the Earth" assembly. Mr. Samuel would like to have the Odyssey of the Mind students mentioned in the local newspaper. Ms. Bozios will contact the local newspaper.

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

Mr. Walsh attended the March 16th meeting and updated the board on various legislation being discussed. Dr. Westlake discussed current articles contemplating the State's cap on superintendent's salaries.

XII. OPEN TO THE PUBLIC

Ms. Schwartz asked if Mr. Thoman is staying on until the end of the year. Mrs. Facendo explained that she is trying to work it out with his college.

XIII. OLD BUSINESS

Dr. Westlake discussed an article that covered school governance. He also commended everyone that was involved with the OPS/PTA Talent Show.

Dr. Aguilar was asked to look at the projected enrollment in the NJ State software program and how it reflects "sent" students.

Mr. Samuel commented the progress being made with several old business items. President Watson-Nichols requested that the final green pages of minutes that are on the agenda for approval should be accessed electronically.

XIV. NEW BUSINESS

Mrs. Walker commended the decoration of the media center and the weekly "flash" email sent by Ms. Bozios.

XV. CLOSED SESSION –Not at this time.

XVI. A motion by Dr. Westlake seconded by Mrs. Norian the meeting adjourned at 8:47 p.m.

Respectfully submitted,

**Alfredo Aguilar, Ed. D.
Business Administrator/Board Secretary**