

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School - AUDITORIUM
October 29, 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 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 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: Mrs. Norian, Mr. Oddo, Mrs. Walker, Dr. Westlake, Mrs. Watson-Nichols
Absent: Mr. Derian, Mrs. Robertson, Mr. Samuel, Mr. Walsh.

Also present were Mr. Lawrence Hughes, Interim Superintendent, Mr. Bert Arifaj, Business Administrator/Board Secretary, and approximately seven (7) members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

VII. BOARD PRESIDENT'S REMARKS

VIII. INTERIM SUPERINTENDENT'S REPORT

A. Information/Discussion Items

1. Mr. Hughes reported on the following:

- *During the week of Oct. 7th, every school in NJ acknowledged "Week of Respect." At OPS we used this week to build on our theme of "Spreading Seeds of Kindness." Administrators visited classrooms to discuss positive behaviors. Classes created posters around themes such as empathy, honesty, and optimism. We also continued our tradition of taking a moment to "Paws*

for Kindness” by recognizing positive contributions to the community. Finally, OPS had another round of SPIRIT assemblies where we saw skits performed by students and teachers about solving conflict.

- *State of Assurances QSAC includes a thorough Building & Grounds tour inspection for health and safety.*
- *PE and 6th grade Language Arts Curriculum*
- *Successful student trips grade 5 & 6.*
- *Recent workshops Tech/NJSBA Atlantic City/BOE retreat to finalize goals.*
- *Welcome to Toni Violetti, Supervisor of Instruction, and Maureen Cuschieri, Media Teacher*

A motion by Dr. Westlake, seconded by Mrs. Norian and carried by roll call vote 5-0 (Mr. Derian, Mrs. Robertson, Mr. Samuel, Mr. Walsh absent), the Board approved the following:

Declaring October 7th thru 11th as the “Week of Respect”. The Oradell Board of Education retroactively approves the following resolution:

Whereas, the Anti-Bullying Bill of Rights, Assembly Bill 3466, was approved by the NJ Legislature in November 2010 and signed into law as P.L. 2010, c.122 by Governor Chris Christie on January 5, 2011; and

Whereas, the statute is intended to protect students from harassment and intimidation that would substantially interfere with their education; and

Whereas, in a 2009 survey by the National Centers for Disease Control, one in five New Jersey students indicated they had been the subject of bullying on school grounds during the previous year; and

Whereas, the Anti-Bullying Bill of Rights places expanded responsibilities on teachers, school administrators, and boards of education to protect students from incidents of bullying, harassment and intimidation; and

Whereas, the Anti-Bullying Bill of Rights designates the week beginning with the first Monday in October as “Week of Respect” throughout New Jersey; and

Whereas, the law directs school districts to observe the “Week of Respect” through age-appropriate instruction in accordance with New Jersey’s core curriculum content standards; and

Whereas, the Oradell Board of Education recognizes the harmful impact of harassment and bullying on children and is committed to providing all of its students with a safe and secure learning environment free from intimidation; and

Whereas, the Oradell Board of Education supports the intent of the Anti-Bullying Bill of Rights to protect our children, as well as the goal of previous law to enhance training and instruction to prevent harassment, intimidation and bullying. Now, therefore, be it

Resolved, that the Oradell Board of Education declares October 7th through October 11, 2013 as a “Week of Respect” in the district school, and be it further

Resolved, that the “Week of Respect” will be a part of the Oradell Public School’s ongoing efforts to foster respect among students and staff for the diverse cultures and personalities represented in our school community and be it further

Resolved, that copies of this resolution be sent to Governor Chris Christie, State Senator Gerald Cardinale, the New Jersey School Boards Association and the Bergen County School Boards Association.

2. "School Violence Awareness Week" Oct. 21-25, 2013

3. HIB for October 2013

IX. BUSINESS ADMINISTRATOR’S REPORT

A. Information/Discussion Items

X. MINUTES

REVIEW OF MEETING MINUTES –

- September 25, 2013 Public Work Session/Business Session Meeting
- October 9, 2013 Public Work Session/Business Session, Closed Session

APPROVAL OF MINUTES – None at this time.

XI. COMMITTEE REPORTS/ACTION

A motion by Dr. Westlake, seconded by Mrs. Norian, to move all resolutions listed be part of a consent agenda and approved by roll call vote 5-0 (Mr. Derian, Mrs. Robertson, Mr. Samuel, Mr. Walsh absent.)

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

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

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 2013-2014 School Year:

| Organization | Event | Area of Building | Dates | Time |
|-------------------------|-----------------|------------------------|--|--------------|
| *Oradell Recreation | Halloween Party | MPR C&D | October 25, 2013 | 5:00-9:00 PM |
| *Daisy Troop – 5909-Kdg | Meetings | MPR D IMC | 12/16/13, 2/10/14,4/21/14 11/11/13, 1/13/14, 3/17/14,5/12/14 | 3:00-4:30 PM |
| *Oradell Cub Scouts | Meeting | MPR A & B MPR C & D | November 15, 2013 (rescheduled from October 25, 2013) December 13, 2013 | 7:30-9:30 PM |

***No fee charged for use of facilities.**

2. Approval of the Comprehensive Maintenance Plan and M-1 – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board of Education approve the following:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the school facilities of the Oradell Public School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Oradell Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan and M-1 Form for Oradell Public School in compliance with Department of Education requirements.

C. CURRICULUM – Mrs. Walker, Chairperson

1. Approval of Violence and Vandalism Annual Report for 2012-2013 – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approve the Violence and Vandalism Annual Report for the 2012-2013 school year.
2. Approval of 2013 Tri-District Physical Education K-12 Curriculum Guide - It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approves the 2013 Tri-District Physical Education K-12 Curriculum Guide.
3. Approval of 2013 Tri-District Language Arts Curriculum Guide - It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approves the 2013 Tri-District Language Arts Curriculum Guide – Writing, Grade 6.
4. 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 |
|-------|-------------|--------------|------------------|---|
| 6 | Camp Bernie | Nov. 1, 2013 | \$0 | \$2,550. (3) Busses \$5,206. Admission |

5. Submission of Completed NJQSAC Statement of Assurance for the 2013-2014 School Year- It is hereby moved, upon recommendation of the Interim Superintendent, in concert with the District’s New Jersey Single Accountability Continuum Committee, that the Board approves the submission of the completed NJQSAC Statement of Assurance to the New Jersey Department of Education.

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

1. Acceptance of Anonymous Donation – It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts, with deep appreciation and gratitude, an anonymous donation (as per the request of the family) in the amount of \$2,600 to be used to fund one additional Family Math Program and one additional Family Science program for the 2013-2014 school year.
2. Acceptance of PTA Mini Grant Award 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 Oradell Parent-Teacher Association in support of the following programs:

| <u>Grade</u> | <u>Mini Grant</u> | <u>Amount</u> |
|--------------|-------------------|---------------|
| Sixth | Camp Bernie | \$1,000.00 |
| First | Cinco De Mayo | \$1,000.00 |

3. Approval of the 2013-2014 Tuition Rates – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following tuition rates for the 2013-2014 School Year:

| | |
|--------------|-------------|
| Preschool | \$3,300.00 |
| Kindergarten | \$14,687.00 |
| Grades 1-5 | \$11,420.00 |
| Grade 6 | \$13,273.00 |
| LLD | \$47,261.00 |

4. Special Education Tuition Contract (Receiving Student) for 2013-2014 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approve in accord with Chapter 46, Title 18A, NJ Statutes, to receive the student listed below, to attend the Oradell Public School, Special Education L/LD class for the 2013/2014 school year at the following costs:

| <u>Student</u> | <u>Sending District</u> | <u>Costs</u> |
|----------------|-------------------------|----------------------|
| R13-001 | Westwood | \$47,261.00(tuition) |
| | | \$45,871.00(1:1Aide) |
| | Total | \$93,132.00 |

5. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end August 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.
6. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end September 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.
7. Payment of Invoices – It is hereby moved that the invoices for the month of September 2013 be retroactively approved as follows:

| | |
|--|---------------|
| Fund 10 (<i>General Current Expense</i>) | \$ 966,759.19 |
| Fund 12 (<i>Capital Outlay</i>) | \$ 0.00 |
| Fund 20 (<i>Special Revenue Fund</i>) | \$ 8,991.65 |
| 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 | \$ | 7,350.00 |
| Fund 64 (<i>Ntl School Lunch Prog</i>) | \$ | 0.00 |
| Fund 65 | \$ | 0.00 |
| Total | \$ | <u>983,100.84</u> |

8. Transfer of Funds – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approve 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.

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 Programs/Services as per the student’s IEP for the 2013-2014 school year:

Student #94: Northern Valley Regional HS/Region III to provide 2 PT sessions/week @ \$60.00/session effective 10/15/13.

E. PERSONNEL /NEGOTIATIONS– Mrs. Robertson, Chairperson

1. Amend Previously Approved Leave of Absence - It is hereby moved, upon recommendation from the Interim Superintendent, that the Board amends the previously approved resolution E1, September 25, 2013, and approves the Childbirth Disability Leave of Absence for Jennifer Amoroso to commence on or about November 14, 2013 (using 39 accrued sick days), followed by the Federal Medical Leave Act and New Jersey Family Leave (unpaid by the Board, with health benefits), through May 1, 2014.

2. 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 Jennifer LoSchiavo as Part-Time Instructional Aide, at a salary of \$10,464.00, effective on or about 10/30/13.
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.

3. 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 for the 2013/14 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 2013/14 school year:

Robin Cody
Colleen Ceresnak
Denise Pallotta
Svetlana Norr

4. 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 (not to exceed) |
|--------------------|---|------------------|----------|---------|------------------------|
| John Walsh | NJSBA Delegates Assembly | West Windsor, NJ | 11/16/13 | 0 | \$53.40 |
| Jill VanPraagh | Suicide Awareness | Paramus, NJ | 10/15/13 | \$35.00 | \$0 |
| Susan Confrancisco | Understanding School Refusal | Region V | 12/5/13 | \$0 | \$0 |
| Susan Confrancisco | CST Evaluations | Region V | 1/8/14 | \$0 | \$0 |
| Kevin Williamson | PEOSH NJADP 2013-2014 Indoor Air Quality Training | Metuchen, NJ | 11/15/13 | \$ | \$28.18 |
| Kevin Williamson | IPM Training 2013/2014 | Glen Rock, NJ | 11/6/13 | \$0 | \$0 |
| Bert Arifaj | IPM Training 2013/2014 | Glen Rock, NJ | 11/6/13 | \$0 | \$0 |
| Jill VanPraagh | CIACC Liaison Resource Fair | Paramus, NJ | 11/1/13 | \$0 | \$0 |

5. Approval of Student Teacher Placement for the 2013-2014 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Student Teacher placement:

| Student Name | School | Dates | Cooperating Teachers |
|-------------------|----------------------------|--------------------------------------|------------------------------------|
| Michelle Hartmann | St. Thomas Aquinas College | 1/17/14 – 3/7/14 3/10/14 – 5/2/14 | Elinor Goeller Michelle Rudolph |

6. Approval of Morning Monitor for the 2013-2014 School Year - It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board retroactively approves the following staff member as a Morning Monitor for the 2013-2014 school year, at a rate of \$7.20 per session, at one (1) session per day effective September 9, 2013:

Michelle Rudolph

7. Approval of Long Term Leave of Absence Replacement Teacher for the 2013-2014 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves Sheryl Eaton as a long term leave of absence replacement teacher (for Jennifer Amoroso Grade 4) from on or about November 11, 2013 to May 2, 2014 (inclusive of transition days.)

F. POLICY – Mr. Oddo, Chairperson

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson

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

XII. OPEN TO THE PUBLIC – No comments

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. CLOSED SESSION – Not at this time.

XVI. *A motion by Dr. Westlake, seconded by Mrs. Walker, the meeting adjourned at 7:50 p.m.*

Respectfully submitted,

Bert Arifaj

Business Administrator/Board Secretary