

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
September 12, 2013**

MINUTES

I. *The meeting was CALLED TO ORDER at 7:37 p.m. by President Watson-Nichols.*

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

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. Oddo, Mrs. Robertson, Mrs. Walker arrived at 7:45 p.m., Mr. Walsh, Dr. Westlake arrived at 7:40 p.m., Mr. Samuel, Mrs. Watson-Nichols*

Absent: *Mr. Derian, Mrs. Norian*

Also present were Mr. Lawrence Hughes, Interim Superintendent, Mr. Bert Arifaj, BA/BS, Ms. Megan Bozios, Principal, Mr. Kevin Stokes, Assistant Principal, and Mr. Thomas Santagato, Director of Special Services. There were no other members of the public present.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

Ms. Bozios commented on the opening of School.

VII. BOARD PRESIDENT'S REMARKS

VIII. INTERIM SUPERINTENDENT'S REPORT

A. Information/Discussion Items

Mr. Hughes spoke about the following:

- *Enrollment*

- *K. Williamson and the custodial staff*
- *Transition*

Mr. Hughes thanked the board for hiring him.

IX. BUSINESS ADMINISTRATOR’S REPORT

A. Information/Discussion Item

X. MINUTES

REVIEW OF MINUTES –

APPROVAL OF MEETING MINUTES – *A motion by Mr. Walsh, seconded by Mrs. Robertson and carried by roll call vote, the board approved the following minutes:*

- July 24, 2013 Public Work/Business Session Meeting, Closed Session

XI. COMMITTEE REPORTS/ACTION

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

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

C. CURRICULUM – Mrs. Walker, Chairperson

A motion by Mrs. Walker, seconded by Dr. Westlake and carried by roll call vote 7-0 (Mr. Derian and Mrs. Norian absent) the board approved C1.

1. Approval of Annual Update of the Uniform Memorandum of Agreement for the 2013/2014 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the Annual Update of the Uniform Memorandum of Agreement between Education and Law Enforcement Officials for the 2013/2014 school year. (attached.)

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

President Watson-Nichols inquired about resolution D2.

A motion by Mr. Samuel, seconded by Mr. Walsh and carried by roll call vote 7-0 (Mr. Derian and Mrs. Norian absent) the board approved D1, D2, D3, D4, D5, D6, D7, D8.

1. Designee Non-Public Nursing Services – It is hereby moved, upon recommendation of the Interim Superintendent that the Board authorizes the Business Administrator/Board Secretary to enter into an agreement with the Mid-Bergen Regional Health Commission for the 2013-2014 School Year to provide non- public nursing services to St. Joseph’s students at an annual rate not to exceed the District’s entitlement for non-public nursing aid.
2. Accepts funding allocation amounts for FY 2014 IDEA Basic and Pre-School– It is hereby moved, upon the recommendation of the Superintendent, that the Oradell Board of Education acknowledges the following FY 2014 IDEA Basic and Preschool Grant allocation amounts:

IDEA Basic	\$ 164,692.00
Non-Public Share	\$ 15,515.00
Preschool	\$ 13,038.00

Non Public Share \$ -0-

3. Accept funds for Chapter 192-193 for the 2013/2013 School Year- It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts Chapter 192-193 Funds for the 2013/2014 School Year as follows:

<u>Chapter 192</u>	<u>Original</u>	<u>Additional</u>	<u>Total Entitlement</u>
Compensatory Education	\$33,383.00	\$ -0-	\$ 33,383.00
ESL	\$ 873.00	\$ -0-	\$ 873.00
Transportation	\$ -0-	\$ -0-	\$ -0-
Total	\$34,256.00	\$ -0-	\$ 34,256.00
<u>Chapter 193</u>	<u>Original</u>	<u>Additional</u>	<u>Total Entitlement</u>
Initial Exam	\$ 4,456.00	\$ -0-	\$ 4,456.00
Annual Exam	\$ 319.00	\$ -0-	\$ 319.00
Corrective Speech	\$11,718.00	\$ -0-	\$11,718.00
Supplemental Instr.	\$ 3,469.00	\$ -0-	\$ 3,469.00
Total	\$19,962.00	\$ -0-	\$19,962.00

4. Acceptance of Non-Public Funds 2013/2014 School Year- It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts Non-Public Funds for the St. Joseph School for 2013/2014 School Year as follows:

Non-Public Textbooks	\$ 7,131.00
Non-Public Nursing	\$10,036.00
Non-Public Technology	\$ 2,600.00

5. Approval of Pitney Bowes Agreement for rental of Mail Machine - It is hereby moved upon recommendation of the Interim Superintendent, that the Board approves the agreement for rental of the DM400C Meter System including service/maintenance with Pitney Bowes Global Financial Services at a monthly rate of \$208.00 for 60 months.
6. Approval of Telecommunications Service/Maintenance Contract for 2013-2014 School Year – It is hereby moved upon recommendation of the Interim Superintendent, that the Board approves the telecommunications service/maintenance contract with RFP Solutions, West Deptford, NJ, (State Contract # A80809) in the amount of \$6,723.84 from October 13, 2013 to October 14, 2014.
7. Approval of Special Milk Program for 2013-2014 School Year – It is hereby moved upon recommendation of the Interim Superintendent, that the Board approves the district's participation in the Special Milk program sponsored by the New Jersey Department of Agriculture for the 2013/2014 school year at a cost of \$.32 per half-pint container.
8. Approval of agreement regarding Burglar/Security System Enhancements – It is hereby moved upon recommendation of the Interim Superintendent, that the Board approves the agreement submitted by Alarm & Communication Technologies, Inc., Wharton, NJ, in the amount of \$12,015.00 for the materials/installation of burglar/security system enhancements for the Oradell Public School.

E. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Dr. Westlake and carried by roll call vote 7-0(Mr. Derian and Mrs. Norian absent) the board approved E1, E2, E3, E4, E5, E6, E7, E8,E9,E10, E11, E12, E13, E14.

1. Acceptance of Resignation – It is hereby moved, upon recommendation from the Interim Superintendent, that the Board accepts with regret, the resignation and release of Kim Scalanga, Science Lab Coordinator, effective August 30, 2013.
2. Approval of Re-Appointment – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the re-appointment of Lisa Green, Part-time Accounts Payable Clerk, at 24.5 hours per week, \$20.00 p/hr. effective September 1, 2013-June 30, 2014.
3. Appointment of 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 retroactive to September 9, 2013, to serve as Lunch Monitors at \$15.00 per session for up to one (1) session a day:

Michelle Rudolph
Ericka Wright
Scott Durling
Amy Kennedy

4. 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 retroactive to September 9, 2013, to serve as Substitute Lunch Monitors at \$15.00 per session for up to one (1) session a day:

Peter Kasturas
Steven Pi
Jennifer Amoroso
Jillian Jengo
Kristen Terzano

5. Appointment of Substitute Lunch Aides 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 retroactive to September 9, 2013, to serve as Substitute Lunch Aides at \$5.60 per session for up to four (4) sessions a day:

Stacey Moses
Renee Speno

6. Approval of training for Lunch Aides for the 2013/2014 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following lunch aides for up to five (5) sessions of training at \$5.60 per session:

Rina Kouyoumdian
Robin Weinzerl

Tina Muscat
Denise Boyle

Kim Dunphy
 Dolores Delia
 Jeanne Buesser
 Susan Dickson

Tina Muscat
 Rosemary Musano
 Maureen Perusse

7. Approval of Workshop/Conference for the 2013-2014 School Year – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Workshop/Conference:

Attendee	Conference/Workshop	Location	Date(s)	Workshop Fee	Hotel/Mileage/Tolls/Meals/Parking
Lawrence Hughes	NJSBA – Annual Convention	Atlantic City, NJ	Oct. 22-24, 2013	\$150.00	\$515.00
Bert Arifaj	NJSBA – Annual Convention	Atlantic City, NJ	Oct. 22-24, 2013	\$150.00	\$515.00

8. 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 Dolores Delia as Part-Time Instructional Aide, at a salary of \$10,464.00, effective 9/16/13.

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.

9. Revised approval of Leave Replacement Teacher/Part-time Instructional Aide – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves Lisa Santangelo to be paid 1/2 day at the Substitute rate of \$40.00 for the first ten days and \$42.50 and 1/2 day at the rate of Instructional Aide pay of \$52.32 per day for the subsequent days to end on or about September 23rd.

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.

10. Approval of High School Senior Internship for the 2013-2014 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following River Dell High School Senior Student Internships:

Student Name	Dates	Cooperating Teacher
Hayley Murphy	9/16/13 – 6/22/14	Toni Boccanfuso - Art
Sara Jung	9/16/13 – 6/22/14	Jen Tashjian – Grade 3
Vivian Nam	9/16/13 – 6/22/14	Diane Malwitz - Kindergarten

11. Approval of Signatory for BCBANC and Capital One – It is hereby moved, upon recommendation of the Interim Superintendent, in conjunction with the Business Administrator/Board Secretary that the Board of Education approves the following signatory for the Oradell Public Schools during the 2013//2014 school year with the Bergen County Banking Consortium(BCBANC) and Capital One:

Lawrence V. Hughes Interim Superintendent

12. Petty Cash Accounts - It is hereby moved, upon recommendation of the Interim Superintendent that the Board of Education establishes the following petty cash account from August 26, 2013 until the Reorganization Meeting in 2014 in accordance with Board Policy #3451 and that the said account is to be replenished by vouchers and reported to the Board on an annual basis:

<u>Account</u>	<u>Amount</u>	<u>Not to Exceed Per Incident</u>	<u>Signatories</u>
Superintendent	\$200	\$150	Interim Superintendent

13. Designation of Signatories - It is hereby moved, upon recommendation of the Interim Superintendent that the Board approve the following checking account of the Oradell Board of Education, and Signatories from August 26, 2013 until the Reorganization Meeting in 2014:

<u>Account</u>	<u>Signatories</u>
Regular General Fund (3 required)	Board President or Board Vice-President Board Secretary or Interim Superintendent Treasurer of School Moneys

14. Appointment of Acting Board Secretary – It is hereby moved, upon recommendation of the Interim Superintendent that the Board of Education appoint the Interim Superintendent as Acting Board Secretary, to serve on an emergency basis only, from this date until the Reorganization Meeting in 2014.

F. POLICY – Mr. Oddo, Chairperson

A motion by Mr. Oddo, seconded by Dr. Westlake and carried by roll call vote 7-0(Mr. Derian and Mrs. Norian absent) the board approved F1, F2.

1. Second Reading of New Policies: It is hereby moved that the Board approves/adopts the following new policies:

<u>Policy #</u>	<u>Description</u>
3541.31	Privately Owned Vehicles
3542	Food Service
3542.44	Purchasing
4219.23	Employee Substance Abuse
4222	Non-Instructional Aides
6171.3	At-Risk and Title 1
6172	Alternative Educational Programs
6178	Early Childhood Education/Preschool
9000	Role of the Board
9322	Public and Executive Session

2. Second Reading of Policies(revised): It is hereby moved that the Board approves/adopts the following revised policies:

<u>Policy #</u>	<u>Description</u>
1120	Board of Education Meetings
1250	Visitors
2240	Research, Evaluation and Planning
2255	Quality Single Accountability Continuum (QSAC)
3100	Budget Planning, Preparation and Adoption

3280	Gifts, Grants and Bequests
3285	Ethics
3510	Operation and Maintenance of Plant
3516	Safety
3542.1	Local Wellness/Nutrition
3542.44	Purchasing
4111.11	Professional Services
4113/4114	Assignment; Transfer
4115	Supervision
4116	Evaluation
4123	Classroom Aides (Paraprofessionals)
4131/4131.1	Staff Development; In-service Education/Visitation/Conf.
5111	Admission
5120	Assessment of Individual Needs
5125	Student Records
5134	Married/Pregnant Pupils
5145.5	Photographs of Pupils
6114	Emergencies and Disaster Preparedness
6142.4	Physical Education and Health
6142.10	Technology: Acceptable Use
9125	Treasurer of Moneys

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson- *Mr. Walsh stated that Oradell Family Day is scheduled for September 22, 2013.*

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

XII. OPEN TO THE PUBLIC - None

XIII. OLD BUSINESS

Mr. Samuel inquired about the website.

Mrs. Walker inquired about the shrubs.

XIV. NEW BUSINESS

The board discussed changing the board meeting date to October 29, 2013 and scheduling the Board Retreat to October 30, 2013.

President Watson-Nichols informed the board about the mediator assigned to the negotiations process.

XV. CLOSED SESSION – (IF NECESSARY)

XVI. A motion by Mr. Walsh, seconded by Dr. Westlake the meeting adjourned at 8:40 p.m.

Respectfully submitted,

Bert Arifaj

Business Administrator/Board Secretary