

ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
December 17, 2014

MINUTES

I. *The meeting was called to order at 7:36 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, Mr. Walsh, Dr. Westlake, Mr. Samuel, Mrs. Walker, and Mrs. Watson-Nichols

Also present were Mr. Matthew Wilson, Superintendent, Ms. Heather Goguen, Business Administrator/Board Secretary, and approximately 7 members of the public.

Mr. Jeffrey Bliss presented the Comprehensive Annual Financial Report (CAFR) at 8:30 P.M.

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

VII. **BOARD PRESIDENT'S REMARKS**

VIII. **SUPERINTENDENT'S REPORT**

- A. Information/Discussion Items –*Mr. Wilson spoke about the following:*
- *HIB Report for November 2014*

IX. **BUSINESS ADMINISTRATOR'S REPORT**

- A. Information/Discussion Items –*Ms. Goguen spoke about the following:*
- *A presentation of the Comprehensive Annual Financial Report (CAFR) for FY ended June 30, 2014 by Mr. Jeffrey Bliss, CPA, of the accounting firm of Lerch, Vinci & Higgins, LLP.*

- *Acceptance of Comprehensive Annual Financial Report (CAFR)*
- *Acceptance and Approval of the Corrective Action Plan for FY ended June 30, 2014.*

X. MINUTES – None at this time

XI. COMMITTEE REPORTS/ACTION

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

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

A motion by Mr. Derian, seconded by Mr. Walsh and carried by roll call vote 9-0 the Board approved BI.

1. Use of School Facilities – It is hereby moved, upon recommendation of the Superintendent, that the Board of Education approve the following requests for use of school facilities for the 2014-2015 School Year:

Organization	Event	Area of Building	Date(s)	Time	Custodian OT Charged to the District	Custodian OT Charged to the Organization	Fee to use Facilities
*PTA	Talent Show Performance	Auditorium	January 27, 28,29, 2015	3-5:00 PM	-0-	-0-	-0-
	Audition & Rehearsals	IMC and various classrooms to be determined by the Principal	March 3,4, 2015 March 12, 13, 2015	3-5:30 PM 6-9 PM			
*Oradell Girl Scouts	International Night	MPR C & D	March 6, 2015	6-8 PM	-0-	-0-	-0-
All The Worlds a Stage	Improv and Creative Movement for Children in gr. 3-6	Auditorium	Jan. 22, 2015 Feb 5, 12, 19, 26, March 5,19,26 April 2, 26, 2015	3:15-4:45 PM	-0-	-0-	\$500 (\$50 per night)

*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 9-0 the Board approved C1, C2, and C3.

1. Acceptance of HIB Report for November 2014 – It is hereby moved, upon recommendation of the Superintendent that the Board approves the HIB Report for November 2014.
2. Approval of Programs/Services for 2014/2015 School Year – It is hereby moved, upon recommendation of the 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 Trips for the 2014-2015 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Field Trips:

Grade	Destination	Dates	Cost to District	Cost to Parents
5th Grade	Buehler Challenger Center Paramus, NJ	January 2015	\$0	\$540 (Buses) \$3325 (Admission)

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

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, D6, and D7.

1. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end October 2014, 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 2014-2015 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 October 2014 be retroactively approved as follows:

Fund 10 (General Current Expense)	\$ 1,147,857.91
Fund 12 (Capital Outlay)	\$ 0.00
Fund 20 (Special Revenue Fund)	\$ 3,796.16
Fund 30 (Capital Projects Funds)	\$ 57,594.98
Fund 40 (Debt Service Fund)	\$ 0.00
Fund 50 (Summer School)	\$ 0.00
Fund 51 (Region V)	\$ 0.00
Fund 55 (Milk)	\$ 0.00
Fund 60 (Integrated PreSchool)	\$ 0.00
Fund 63	\$ 9,166.92
Fund 64 (Ntl School Lunch Prog)	\$ 9,953.08
Fund 65	\$ 0.00
Total	\$ 1,228,469.05

3. Transfer of Funds – It is hereby moved, upon recommendation of the 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.

4. Acceptance of Comprehensive Annual Financial Report (CAFR) – It is hereby moved, upon the recommendation of the Superintendent, in concert with the Business Administrator/Board Secretary, that the Board accepts and approves the 2013-2014 Audit and the CAFR for the fiscal year ended June 30, 2014.

5. Acceptance and Approval of the Corrective Action Plan for FY ended June 30, 2014– It is hereby moved, upon recommendation of the 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.

6. Approval to accept donation from Target – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with deep appreciation, the Take Charge of Education donation from Target in the amount of \$266.43.

7. Approval of Special Education Programs/Services for 2014-2015 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Programs/Services as per the student’s IEP for the 2014/2015 school year:

Student #	School/Program/Service/Cost
#94	Northern Valley Regional to provide 1 additional speech session weekly @ \$60.00/session for 33 weeks (totaling \$1,980), as per student's IEP requirements

E. PERSONNEL - Mrs. Robertson, Chairperson

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 and E9.

1. Acceptance of Resignation - It is hereby moved, upon recommendation from the Superintendent, that the Board accepts with regret, the resignation of Alyson Herrick effective December 12, 2014.

2. Acceptance of Resignation - It is hereby moved, upon recommendation from the Superintendent, that the Board accepts with regret, the resignation of Barbara

Barbagallo, Administrative Assistant/Risk Management Officer effective December 30, 2014.

3. Acceptance of Resignation - It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with regret, the resignation of Galina Goz, Part-Time Instructional Aide, effective January 5, 2015.
4. Acceptance of Resignation - It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with regret, the resignation of Lucy Bocchi-Kraus, Part-Time Instructional Aide, effective on or about January 9, 2015.
5. Appointment of Substitute Lunch Monitors for the 2014-2015 School Year - It is hereby moved, upon recommendation of the 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 one (1) session a day:
 - Peter Kasturas
 - Stacey Gordon
 - Sheryl Eaton
 - Adriana Pestrichella
6. Appointment of Payroll Clerk/Bookkeeper – It is hereby moved, upon recommendation of the Superintendent, that the Board appoints Jane DeSimone as full-time Payroll Clerk/Bookkeeper at an annual salary of \$42,500 (to be prorated), to begin work on or about January 5, 2015, pending criminal history review and medical requirements.
7. Approval of Substitute Teachers for the 2014-15 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 2014-15 school year at \$80.00 per day which increases to \$85.00 per day after the 10th day of service:
 - Lisa Boyajian (pending criminal history review and medical requirements)
 - Jill Brady
 - Ann McGovern (pending medical requirements)
 - Susan Gugger (pending identification requirements)
8. Approval of Substitute Instructional Aides for the 2014-15 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 instructional aides for the 2014-15 school year at \$80.00 per day which increases to \$85.00 per day after the 10th day of service:
 - Lisa Boyajian (pending criminal history review and medical requirements)

- Jill Brady
- Ann McGovern (pending medical requirements)
- Kimberly Dunphy (pending medical requirements)
- Susan Gugger (pending identification requirements)

9. Approval of Part-Time Special Education Instructional Aide for the 2014-2015 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board approves the appointment of the following Part-Time Special Education Instructional Aide at a salary of \$10,972.50 (to be prorated):

- Kimberly Dunphy (pending medical requirements)

F. POLICY – Mr. Oddo, Chairperson

A motion by Mr. Oddo, seconded by Dr. Westlake, and carried by roll call vote 9-0 the Board approved FI.

1. Second Reading of Policy – It is hereby moved, upon recommendation of the Superintendent that the Board approves the second reading and adopts the following policy:

Policy #	Description
4119.26	Electronic Communications by School Staff (New)

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson

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

XII. OPEN TO THE PUBLIC –*Mrs. Roberta Kenyon spoke about the Electronic Communications Policy.*

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. CLOSED SESSION – *A motion by Dr. Westlake, seconded by Mrs. Norian and carried by roll call vote 9-0 the board entered closed session at 8:10 P.M. for the purpose of:*

Curriculum

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.

A motion by Mr. Walsh seconded by Dr. Westlake, the board exited Executive Session at 8:40 P.M.

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

Respectfully submitted,



Heather Goguen
Business Administrator/Board Secretary

