

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
January 29, 2014**

MINUTES

I. *The meeting was called to order at 7:30 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 arrived at 7:35 p.m., Mr. Oddo, Mrs. Robertson, Mrs. Walker, Mr. Walsh, Dr. Westlake, Mr. Samuel, Mrs. Watson-Nichols

Absent: *None*

Also present were Mr. Lawrence Hughes, Interim Superintendent, Mr. Bert Arifaj, Business Administrator/Board Secretary, Ms. Megan Bozios, Principal, Mr. Kevin Stokes, Assistant Principal, Mrs. Toni Violetti, Supervisor of Instruction, Mr. Thomas Santagato, Director of Special Services, Mrs. Hellen Kapp and Mrs. Paige Majka, OPS Teachers, and approximately 15 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

Ms. Bozios and Mrs. Violetti introduced OPS students who gave the board and public a presentation on using I-Pads.

VII. BOARD PRESIDENT'S REMARKS

President Watson-Nichols announced that the Board Committees will remain the same for 2014. Mrs. Walker commented on the Musical. Dr. Westlake spoke about the article in the newspaper on "Friends of RiverDell" (FDR).

A motion by Mr. Walsh, seconded by Mrs. Norian and carried by roll call vote 9-0 the board approved Resolutions 1-8.

1. Appointment of Acting Board Secretary – It is hereby moved, that the Board of Education appoint the Interim Superintendent as Acting Board Secretary, to serve on an emergency basis only, from January 7, 2014 until the Reorganization Meeting in 2015.
2. Employee Benefits Broker – It is hereby moved that Brown & Brown Benefits Advisor, Inc., of Lambertville, NJ be appointed as the District’s Employee Benefits Broker of Record from January 7, 2014 until the Reorganization Meeting in 2015.
3. Membership in Northeast Bergen County School Board Insurance Group (NESBIG) – It is hereby moved, upon the recommendation of the Chief School Administrator, that the Oradell Board of Education approves, pursuant to the provision of Title 18A:18A-42, participation of the District as a member of the Northeast Bergen County School Board Insurance Group (NESBIG) in the Workers Compensation Pool and as a member for other joint insurance services from January 7, 2014 until the Reorganization Meeting in 2015.
4. Membership in New Jersey School Boards Association (NJSBA) – It is hereby moved that the Oradell Board of Education approves membership in the New Jersey School Boards Association from January 7, 2014 until the Reorganization Meeting in 2015.
5. Petty Cash Accounts - It is hereby moved that the Board of Education establishes the following petty cash accounts from January 7, 2014 until the Reorganization Meeting in 2015 in accordance with Board Policy #3451 and that the said accounts are 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	Superintendent
Business Office	\$200	\$150	Bus. Admin./Bd. Secy.
Principal	\$400	\$ 25	Principal
Special Services	\$100	\$ 25	Director of Special Services
Custodian Office	\$200	\$150	Bus. Admin/Bd. Secy.

6. Prescribed Mileage Reimbursement – It is hereby moved that the Oradell Board of Education approves the reimbursement rate for auto travel at \$.31 per mile to conform with the per mile rate established by the OMB Circular for the calendar year 2014.
7. Chapters 192/193 Service Agreement/Non-Public School Services – It is hereby moved that the Board authorizes the Business Administrator/Board Secretary to enter into an agreement with Bergen County Special Services to provide remedial and auxiliary services to eligible students attending non- public schools within the Oradell School District as required under Chapter 192/193 laws from January 7, 2014 until the Reorganization Meeting in 2015 at an annual rate not to exceed the district’s entitlement.
8. Procurement of Goods - It is hereby moved that the Oradell Board of Education approves the following:

WHEREAS, Title 18A:18A-10 provides that “A Board of Education without advertising for bids, or having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property”, and

WHEREAS, the Oradell School District Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Oradell School District Board of Education desires to authorize its purchasing agent for the period January 7, 2014 to the Reorganization Meeting in 2015 to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW, THEREFORE, BE IT RESOLVED, that the Oradell School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as indicated on the State of New Jersey website at:

<http://state.nj.us/treasury/purchase/pricelists.shtml>.

VIII. INTERIM SUPERINTENDENT’S REPORT

A. Information/Discussion Items

1. HIB Report for December 2013
2. Superintendent Search
3. Resolution declaring January 2014 as School Board Recognition Month

WHEREAS, The New Jersey School Boards Association has declared January 2014 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Oradell Board of Education is one of 586 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Oradell Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Oradell Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2014 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Oradell Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children’s education.

IX. BUSINESS ADMINISTRATOR’S REPORT

A. Information/Discussion Items

X. MINUTES

REVIEW OF MINUTES -

- December 18, 2013 Public Work/Business Session, Closed Session
- January 7, 2014 Reorganization/ Regular Session

APPROVAL OF MEETING MINUTES – None at this time.

XI. COMMITTEE REPORTS/ACTION

- A. TRI-DISTRICT/SHARED SERVICES – Dr. Westlake, Chairperson
Mr. Lawrence Hughes and Mrs. Robertson attended the Tri-District meeting and gave an update.
- B. BUILDINGS & GROUNDS/SAFETY – Mr. Derian, Chairperson
Mr. Derian informed the board and the public about the Security Installation Project. A motion by Mr. Derian, seconded by Dr. Westlake and carried by roll call vote 9-0, the Board approved B1. Board discussion followed.

Dr. Westlake left the meeting at 8:25 p.m.

A motion by Mr. Derian, seconded by Mr. Walsh, the vote taken on B1 is rescinded. A motion by Mr. Derian, seconded by Mr. Walsh, the board approves B1 with the exception of the Oradell Little League’s request to use the facilities for the month of March 2014 until further information from the Borough is obtained (dates tabled are highlighted on the resolution by roll call vote 8-0 (Dr. Westlake absent).

1. Use of School Facilities – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board of Education approve the following requests for use of school facilities for the 2013-2014 School Year:

Organization	Event	Area of Building	Dates	Time	Custodian O/T
*Oradell Cubscouts	Meeting	Auditorium	March 28, 2014	6:30-9:00 PM	-0-
*Oradell Daisy Troop	Final Meeting	MPR D	June 6, 2014	3:00-5:00 PM	-0-
*6 th Grade Give Back Committee	Sort and pack donated food items for the Center for Food Action	MPR D	March 6, 2014	3:00-4:30 PM	-0-
*Oradell Little League	Softball and Baseball	MPR-ABCD	Jan.31, Feb.7, 21, 28,2014	6:00-10:00 PM	-0-
	Instructional Sessions	<u>MPR C & D</u>	<u>March 3,4,5,6,7,10,11,12, 13,14,17,18,19,20, 21,24,25,</u>	<u>(MPR C & D will be used beginning at 6 PM and</u>	-0-

			<u>26,27,28,2014</u>	<u>MPR A & B will be used beginning at 7:00 PM)</u>	
		<u>GYM</u>	<u>March 10,20, 24,2014</u>	<u>7-9 PM</u>	-0-
		<u>MPR-ABCD</u>	<u>March 1, 8,22,29, 2014 (Saturdays)</u>	<u>7:30AM-4:30 PM</u>	<u>\$44.51 p/hr (\$1,602.36)</u>

*facility use fee waived

C. CURRICULUM – Mrs. Walker, Chairperson

A motion by Mrs. Walker, seconded by Mr. Walsh and carried by roll call vote 8-0 (Dr. Westlake absent) the Board approved C1, C2.

1. Acceptance of HIB Report for December 2013 – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the HIB Report for December 2013.
2. 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
G & T	Odyssey of the Mind Regional Tournament	3/1/14	Teacher Stipend: \$150.00 Transportation: \$1,800.00 Registration: \$300.00	-0-

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

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

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

Fund 10 (General Current Expense)	\$ 1,154,548.62
Fund 12 (Capital Outlay)	\$ 0.00
Fund 20 (Special Revenue Fund)	\$ 17,668.48
Fund 30 (Capital Projects Funds)	\$ 0.00
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	\$ 0.00
Fund 64 (Nil School Lunch Prog)	\$ 772.81

Fund 65		\$ 0.00
	Total	\$ 1,172,989.91

- Transfer of Funds – It is hereby moved, upon recommendation of the Interim 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.
- Acceptance of Consortium FY2014 NCLB Grant - – It is hereby moved upon recommendation of the Interim Superintendent that the Board accepts the Consortium FY2014 NCLB grant amounts as follows:

Title II	\$16,691.00
Title III	\$ 4,637.00

- Acceptance of Mini-Grants from Oradell Kids Foundation – It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts with gratitude, min-grants from the Oradell Kids Foundation as follows:

Grade	Mini Grant -Event	Mini Grant Amount
Second	High Touch High Tech-“Smart Plants”	\$750.00
Fifth	Lincoln’s Birthday	\$400.00

- Acceptance of Mini-Grants from Oradell PTA – It is hereby moved, upon recommendation of the Interim Superintendent that the Board accepts with gratitude, min-grants from the Oradell PTA as follows:

Grade	Mini Grant -Event	Mini Grant Amount
Pre-K	Outragehiss Pets	\$300.00
Third	Liberty Science “Traveling Science”	\$815.00
Fourth	Franklin Institute “Motion & Machines”	\$670.00

E. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Mr. Walsh and carried by roll call vote 8-0 (Dr. Westlake absent) the Board approved E1, E2, E3, E4, E5(Mr. Walsh abstained).

- Resignation of Part-Time Instructional Aides - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts, with regret, the resignations of the following Part-Time Instructional Aides:
 - Keri-Lyn Maher effective January 22, 2014
 - Marie Davis effective January 31, 2014
- 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 Sarah Bright as Part-Time Instructional Aide, at a salary of \$10,464.00 (to be prorated), effective January 30, 2014.

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 Nurse Substitute 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 individual as Nurse Substitute for the 2013/14 school year, at a per diem rate of \$120.00 per day.

Anne DiScala

4. Approval of Lunch Aide Substitutes for the 2013/2014 School Year - It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approve the appointment of the following individuals as Lunch Aide Substitutes for the 2013/2014 school year, at a rate of \$5.60 per session, for up to 4 sessions per day.

Jennifer LoSchiavo

5. 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
Corinne Lynch	PARCC Regional Mtg.	Wayne, NJ	1/16/14	\$0	\$0
James Butcher	NJ Music Educators Assoc. Conference	E. Brunswick, NJ	2/20/14, 2/21/14	\$150.00	\$76.84
Judy Bishopp	Foreign Language Educators NJ Conference	Somerset, NJ	3/15/14	\$120.00	\$40.32
Eileen Choka	NJAHPERD Convention	Long Branch, NJ	2/24/14, 2/25/14	\$120.00	\$103.00
Lisa Maiella	NJAHPERD Convention	Long Branch, NJ	2/24/14, 2/25/14	\$120.00	\$103.00
Stacey Gordon	Anxiety Goes to School	Region V	4/7/14	\$0	\$0
John Walsh John Samuel	Odyssey of the Mind	Ewing, NJ		\$0	

F. POLICY – Mr. Oddo, Chairperson – ***No Report.***

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson – ***No Report***

H. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate ***asked to attend the Bergen County School Board County Meeting on Feb. 4, 2014.***

XII. OPEN TO THE PUBLIC

XIII. OLD BUSINESS

Mrs. Robertson asked about paperless board meetings and the website.

XIV. NEW BUSINESS

XV. CLOSED SESSION – *A motion by Mrs. Robertson, seconded by Mr. Walsh, the board entered into closed session at 9:05 p.m.*

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.

XVI. A motion by Mrs. Norian, seconded by Mr. Walsh, the meeting adjourned at 9:45 p.m.

Respectfully submitted,

Bert Arifaj
Business Administrator/Board Secretary