

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

**PUBLIC WORK/BUSINESS SESSION MEETING  
Oradell Public School Library/Media Center  
JUNE 25, 2014**

**MINUTES**

**I. *The meeting was called to order at 7:30 P.M.***

**II. *The Flag Salute was led by Dr. Westlake.***

**III. *The Sunshine Law Statement was read by Mrs. Norian.***

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. Robertson.***

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 arrived at 7:40 PM, Mrs. Robertson, Mrs. Walker, Mr. Walsh, Dr. Westlake***

***Absent: Mr. Hughes, Mr. Samuel, Mrs. Watson-Nichols***

***Also present were Mr. Bert Arifaj, BA/BS, Mr. Matthew Wilson, and approximately 40 members of the public.***

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

**VII. BOARD PRESIDENT'S REMARKS**

**VIII. INTERIM SUPERINTENDENT'S REPORT**

**IX. BUSINESS ADMINISTRATOR'S REPORT**

**A. Information/Discussion Items**

**X. MINUTES**

REVIEW OF MINUTES – None

APPROVAL OF MEETING MINUTES – None

**XI. COMMITTEE REPORTS/ACTION**

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

B. BUILDINGS & GROUNDS/SAFETY – Mr. Derian, Chairperson *gave an update on the SDA Security Project. We are waiting for the executed agreement from the State.*

C. CURRICULUM – Mrs. Walker, Chairperson

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

*A motion by Mr. Derian, seconded by Dr. Westlake and carried by roll call vote 7-0 (Mr. Samuel and Mrs. Watson-Nichols absent) the Board approved D1, D2, D3, D4, D5, D6, D7, D8, D9, D10, D11, D12, D13, D14, D15, D16, D17, D18.*

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

Fund 10 (General Current Expense)	\$ 963,754.02
Fund 12 (Capital Outlay)	\$ 0.00
Fund 20 (Special Revenue Fund)	\$ 35,262.99
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 (Ntl School Lunch Prog)	\$ 596.13
Fund 65	\$ 0.00
Total	\$ 999,613.14

3. 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.

4. Approval of AESOP attendance/substitute software with Frontline Technologies for the 2014/2015 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the contract from July 1, 2014-June 30, 2015 at a cost of \$3,468.00.
5. Approval to renew My Learning Plan – OASYS System for 2014/2015 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the renewal of My Learning Plan – OASYS bundle from July 1, 2014-June 30, 2015 at a cost of \$1,824.00.
6. Approval to renew ZUMU for 2014/2015 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the renewal of ZUMU-Website hosting for July 1, 2014-June 30, 2015 at a cost of \$2,900.00.
7. Approval of IDEA Contract– It is hereby moved upon recommendation of the Interim Superintendent that the Board approves the IDEA Contract between the Oradell Board of Education and Bergen County Special Services School District to provide services to non-public schools through IDEA funding from July 1, 2014-June 30, 2015.
8. Approval to continue with Region V– It is hereby moved, upon recommendation of the Interim Superintendent Board of Education desires to enter into shared services agreements and will participate as a full member of the Bergen County Region V Council for Special Education from July 1, 2014-June 30, 2015; does hereby accept, adopt and agree to comply with the Region V Bylaws; designates the Superintendent, as its representative to Region V; and empowers him to cast all votes and take all other actions necessary to represent its interests in Region V. The Board further approves the joint bidding and transportation agreements for all Oradell students who are transported through Region V; The Board further approves the joint bidding and/or shared services agreement; including but not limited to student evaluations, student therapies and other student support services; The Board further approved the joint bidding and/or shared services for non-public school services; and The Board further approves the joint bidding and/or shared services for other services as requested to be provided by Region V component districts on as needed basis.
9. Approval of Professional Services – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the following appointments:

WHEREAS, there exists a need for auditing services, environmental services, and legal services, and,

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised.

NOW THEREFORE, BE IT RESOLVED by the Oradell Board of Education as follows:

- A. Lerch, Vinci and Higgins, Fair Lawn, New Jersey is appointed for auditing and accounting services from July 1, 2014 June 30. 2015 with billing rates as follows:

FY 10 Annual Audit Related Services	\$21,600.00
Partners	\$140-\$170 per hour*
Managers	\$100 - \$125 per hour*
Senior Accountants	\$ 80-\$100 per hour*
Staff Accountants	\$ 70 - \$ 80 per hour*

Other Personnel

\$45.00 per hour\*

\*no increase in rates over prior year, minimal increase in annual audit rate

B. LAN Associates, Midland Park, New Jersey, is appointed for architectural services from July 1, 2014-June 30, 2015 at the following rates:

Principal	\$200 p/hr
Senior Architect, Engineer, Surveyor, Safety Professional, Senior Scientist	\$135 p/hr
Senior Construction Observer	\$115 p/hr
Architect, Engineer, Construction Observer, Scientist	\$ 92 p/hr
Senior Drafter	\$ 80 p/hr
Survey Technician	\$ 72 p/hr
Drafter	\$ 72 p/hr

C. Anthony Sciarrillo, of the law firm of Lindabury, McCormick and Estabrook is appointed Board Attorney for legal services from July 1, 2014-June 30, 2015 at a rate of \$160 per hour.

These appointments are made without competitive biddings as “Professional Services” under the provisions of N.J.S.A. 40:11-1 et. seq. because such services are recognized professions licensed and regulated by law not allowing for competitive bids.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in The Record as required by law, within ten (10) days of its passage, stating its nature, duration, service and amount, and that the resolution and contract are on file in the business office.

10. Transfer of Current Year Surplus to Capital Reserve – It is hereby moved, upon recommendation of the Interim Superintendent, in concert with the School Business Administrator that the Board approves the following:

**WHEREAS**, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Oradell Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

**WHEREAS**, the Oradell Board of Education has determined that an amount up to \$250,000.00 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Oradell Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

11. Transfer of Current Year Surplus to Emergency Reserve – It is hereby moved, upon recommendation of the Interim Superintendent, in concert with the School Business Administrator that the Board approves the following:

**WHEREAS**, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Oradell Board of Education wishes to deposit anticipated current year surplus into an Emergency Reserve account at year end, and

**WHEREAS**, the Oradell Board of Education has determined that an amount up to \$250,000.00 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Oradell Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

12. Transfer of Current Year Surplus to Maintenance Reserve – It is hereby moved, upon recommendation of the Interim Superintendent, in concert with the School Business Administrator that the Board approves the following:

**WHEREAS**, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Oradell Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

**WHEREAS**, the Oradell Board of Education has determined that an amount up to \$250,000.00 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Oradell Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

13. Approval of Signatories 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 signatories for the Oradell Public Schools with the Bergen County Banking Consortium (BCBANC) and Capital One:

Dorothy Watson-Nichols	Board President
John Samuel	Board Vice President
Angelo DeSimone	Treasurer of School Monies
Matthew Wilson	Superintendent
Bert Arifaj	Business Administrator/Board Secretary
Megan Bozios	Principal

14. Approval of Garden State Environmental Inc.– It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves Garden State Environmental Inc., Glen Rock , New Jersey, to provide environmental and consulting services from July 1, 2014-June 30, 2015 with billing rates as follows:

<u>Task</u>	<u>Cost</u>
AHERA 6-month surveillance Inspection (includes all travel, field and admin time)	\$650.00 each
General and technical asbestos compliance as needed	\$115.00 p/hr
2-hour on site AHERA asbestos awareness session	\$550.00
Handout and Documentation Materials	\$5 p/person
On-site Annual inspection, review of existing RTK records, completion of NJ RTK forms	\$1000.00
2-hour update PEOSH Hazcom training	\$475.00
4-hour initial PEOSH Hazcom training for new employees	\$575.00
PEOSH Indoor Air Quality Site Visit, Update of IAQ	\$700.00

15. Approval of the Alliance for Competitive Energy Services(ACES) Natural Gas Supply Service Contract - It is hereby moved, upon the recommendation of the Interim Superintendent, in concert with the Business Administrator/Board Secretary, that the Board, through its membership with the Alliance for Competitive Energy Services (ACES), as part of a cooperative bid with other government entities, authorizes the Business Administrator/Board Secretary to enter into a contract with South Jersey Energy Company, Hammonton, NJ to provide natural gas to the Oradell Public School, beginning June 2014-December 2014.

16. Renewal of Membership in Northeast Bergen County School Board Insurance Group (NESBIG) – It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board 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 for July 1, 2014-June 30, 2015 school year.

17. Approval of Chapters 192/193 Service Agreement/Non-Public School 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 Bergen County Special Services from July 1, 2014-June 30, 2015 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 at an annual rate not to exceed the district’s entitlement.

18. Approval of ESY Special Education Programs/Services for 2014– It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following ESY Programs/Services as per the student’s IEP for 2014:

Student #	School/Program/Service	Tuition
76	RiverEdge BOE – New Bridges Karen Willick to provide (2) 30 min. OT sessions/wk@\$40/session Sandra Blackwell to provide 20 hrs. ABA @ \$45/hr (8/1-8/31/14)	\$5,776.00
81	River Edge BOE – New Bridges Karen Willick to provide (2) 30 min. OT sessions/wk@\$40/session Sandra Blackwell to provide 20 hrs. ABA @ \$45/hr (8/1-8/31/14)	\$5,776.00
92	River Edge BOE – New Bridges Karen Willick to provide (2) 30 min. OT sessions/wk@\$40/session	\$5,776.00
100	New Milford BOE – Berkley School	\$2,500.00

E. PERSONNEL - Mrs. Robertson, Chairperson

***A motion by Mrs. Robertson, seconded by Mr. Derian and carried by roll call vote 7-0 (Mr. Samuel and Mrs. Watson-Nichols absent) the Board approved E1, E2, E3, E4, E5, E6, E7, E8, E9, E10, E11, E12, E13, E14, E15, E16, E17, E18, E19.***

1. Approval of Calendar for 12-Month Employees for the 2014/2015 School Year– It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the Calendar for 12-month employees for the 2014/2015 School Year as per the attached.
2. Approval to appoint Grade 3 Teacher for the 2014/2015 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the appointment of Danielle DeLucia, Grade 3 Teacher, BA/Step 1, at an annual salary of \$48,975.00, effective September 1, 2014.
3. Approval of Schaefer Explorations 2014 Summer Program Stipends– It is hereby moved, upon recommendation of the Interim Superintendent, that the Board of Education approves the following staff and stipends as noted, in relation to the Schaefer Explorations 2014 Summer Program:

Teacher/Session	# of Classes	Course/Total Stipend
Ericka Wright - Session A	3	\$414/\$1242
Ericka Wright - Session B	3	\$460/\$1380

4. Approval of Substitutes for Schaefer Explorations 2014 Summer Program– It is hereby moved, upon recommendation of the Interim Superintendent, that the Board of Education approves the following substitutes for the 2014 Schaefer Explorations the rate of pay at \$46 per hour for teachers and \$23 per hour for Aides:

Betsy Tyras-Nurse Sub

5. Re- Appointment of Administrators for the 2014/2015 School Year – It is hereby moved, upon the recommendation of the Interim Superintendent , that the Board re-appoints the following Administrators for the 2014/2015 School Year:

Name	Position	Salary
Megan Bozios	Principal	\$131,000.00
Kevin Stokes	Assistant Principal	\$100,000.00
Toni Violetti	Supervisor of Instruction	\$79,560.00
Bert Arifaj	Business Administrator/Board Secretary	TBD

6. Re- Appointment of Central Office Staff for the 2014/2015 School Year – It is hereby moved, upon the recommendation of the Interim Superintendent , that the Board re-appoints the following Central Office Staff for the 2014/2015 School Year:

Name	Position	Salary
Barbara Barbagallo	Administrative Assistant/Risk Management Officer	\$61,297.60
Cheryl Magill	Administrative Assistant/Personnel Officer	\$50,500.00
Lisa Green	Part-time Accounts Payable – 24.5 hours	TBD
Nancy D’Antonio	Part-Time Payroll – 24.5 hours	TBD

7. Re-Appointment of Head Custodian for the 2014/2015 School year – It is hereby moved, upon the recommendation of the Interim Superintendent , that the Board re-appoints the following Head Custodian for the 2014/2015 School Year:

Name	Position	Salary
Kevin Williamson	Head Custodian	\$66,000.00

8. Amend Reappointment of Teacher for the 2014/2015 School Year - It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board amends the re-appointment of the following staff member for the 2014/2015 School Year previously approved resolution E1, June 10, 2014:

FIRSTNAME	LASTNAME	DEGREE	STEP	SALARY
Michelle	Rudolph	From: BA	8	\$52,685.00
		To: BA+15	8	\$53,950.00

9. Appointment of Treasurer of School Moneys - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board appoints Angelo DeSimone as Treasurer of School Moneys from July 1, 2014 through June 30, 2015 at an annual salary of \$2,700.00 (no increase over last year.)

10. Approval of Full-Time Special Education Instructional Aides for the 2014/2015 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the appointment of the following Full-Time Special Education Instructional Aides 1:1 at a salary of \$21,945.00:

Joan Bayley
Aimee Pena
Allyson Herrick
Ivonne Garcia
Patricia Hansen

11. Approval of Part-Time Special Education Instructional Aides for the 2014/2015 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the appointment of the following Part-Time Special Education Instructional Aides at a salary of \$10,972.50:

Sarah Bright	Jennifer Loschiavo
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Colleen Ceresnak Colleen Kalan Kathy Kelly Carrie Rooney Renee Speno	Kelly Fatovic Denise Pallotta Lisa Santangelo Beth Shuler Debra Tashjian
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12. Approval of Part-Time Nurse Aides for the 2014/2015 School Year – It is hereby moved, upon recommendation of the Interim Superintendent that the Board approves the following part-time nurse aides at \$24.00 per hour/15 hours per week:

Karen DePol  
Betsy Tyras

13. Approval of Additional Compensation for Staff Member Participating in Odyssey of the Mind Trip - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following staff member for additional compensation for participation in the Odyssey of the Mind trip after regularly scheduled contractual time. Teachers: 3:30 p.m. through 5:00 p.m. (1.5 hrs.), pro-rated, at forty-five (\$45.00) dollars per hour.

Teacher	Hours	Compensation Amount
Tracey Killeen	1.5 hours	\$67.50

14. Approval of Administrative Staff to attend The Madison Institute (TMI) in July 2014 – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves Stronge training @ \$800.00 (total) for Brian Mistretta, Toni Violetti, and Matthew Wilson for the required (1) day in July 2014.

15. 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
Stacey Gordon	Everyday Mathematics	Swedesboro, NJ	6/26/14	-0-	\$90.00

16. Approval of Special Education Programs/Services for 2014/2015 ESY and 2014/2014 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:

Student #	Provider/Service/Cost
76	Michelle Rudolph to provide 4 hours of Math reinforcement @ \$45.00/hour (August 2014)
91	Stephanie Kruczek to provide 12 hours of Academic Reinforcement @ \$45.00/hour
59	Revise previously approved agenda item (6/11/14) to reflect Blair Hughes as the provider of 12 hours of Academic Reinforcement @ \$45.00/hour

17. Approval of Staff for the Summer 2014 – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Staff for the Summer 2014:

Carole Orthmann: Not to exceed 10 hours @ \$45.00/hour to prepare/review health records for the 2014-2015 school year

Carole Natiello: Not to exceed 12 hours for participation in mandated IEP meetings (July/Aug)@ \$45.00/hour

Carol Blakeslee: Not to exceed 12 hours for participation in mandated IEP meetings (July/Aug)@ \$45.00/hour

Amy Rabinowitz: Not to exceed 5 hours for participation in mandated IEP meetings (July/Aug)@ \$45.00/hour

Susan Confrancisco: Not to exceed 28 hours for testing/report writing/IEP writing/IEP meetings(July/Aug)@ \$45.00/hour

18. Acceptance of Resignation – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts with regret, the resignation of Cheryl Magill, Administrative Assistant to the Superintendent, effective July 18, 2014.

19. Acceptance of Resignation – It is hereby moved, upon recommendation of the Interim Superintendent, that the Board accepts with regret, the resignation of Luciana Lo Schiavo, Instructional Aide, effective June 20, 2014.

F. POLICY – Mr. Oddo, Chairperson

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson *spoke about the date for the next meeting and also the latest meeting minutes.*

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

## **XII. OPEN TO THE PUBLIC**

*Ericka Wright and Roberta Kenyon from the OEA spoke about the current teacher evaluation process and that Oradell did not highlight any effective teachers. They also read a prepared statement and asked that it be included in the minutes. Several OPS teachers also spoke about this issue.*

*Mrs. Robertson read a prepared statement from Mr. Hughes regarding the teacher evaluation process.*

*Mrs. Walker stated that the board needs to look into this. Mrs. Robertson stated that this will be a priority for Mr. Wilson. Mr. Derian was concerned and is hopeful it can be fixed.*

## **XIII. OLD BUSINESS**

## **XIV. NEW BUSINESS**

**XV. CLOSED SESSION – *Not at this time.***

**XVI. *A motion by Mrs. Norian seconded by Mr. Walsh the meeting adjourned at 8:10 PM.***

*Respectfully submitted,*

*Bert Arifaj  
Business Administrator/Board Secretary*