

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
MAY 28, 2014**

MINUTES

I. *The meeting was called to order at 7:31 p.m. by President Watson-Nichols.*

II. *The Flag Salute was led by Mr. Oddo.*

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. Derian.*

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 7:50 PM, 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, BA/BS and approximately 60 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

VII. BOARD PRESIDENT'S REMARKS

Mr. Hughes, Interim Superintendent and the Board acknowledged staff members Katherine DeRobertis and Michele Mele for their years of service with Oradell Public School.

KATHERINE DeROBERTIS

WHEREAS, Katherine DeRobertis has dedicated herself to the Oradell Public School District for 20 years as a Classroom Teacher, displaying an unselfish commitment to our children; exemplifying the ideals of professionalism and the standard of excellence, and

WHEREAS, the Oradell Board of Education, together with its citizens, wishes to acknowledge exemplary service that Katherine DeRobertis has provided our children,

NOW, THEREFORE, BE IT RESOLVED THAT the Oradell Board of Education does hereby extend its appreciation and gratitude to Katherine DeRobertis in recognition of her exemplary service to our school district.

MICHELE MELE

WHEREAS, Michele Mele has dedicated herself to the Oradell Public School District for 31 years as a Classroom Teacher, displaying an unselfish commitment to our children; exemplifying the ideals of professionalism and the standard of excellence, and

WHEREAS, the Oradell Board of Education, together with its citizens, wishes to acknowledge exemplary service that Michele Mele has provided our children,

NOW, THEREFORE, BE IT RESOLVED THAT the Oradell Board of Education does hereby extend its appreciation and gratitude to Michele Mele in recognition of her exemplary service to our school district.

President Watson-Nichols acknowledged Brian Mistretta as the new Supervisor of Special Services to be appointed this evening. President Watson-Nichols and Dr. Westlake also spoke about the Art Show presented by Mrs. Boccanfuso.

Mrs. DeRobertis and Mrs. Mele thanked their families, colleagues and the Board and spoke about their years at OPS.

Several members of the audience spoke about Mrs. DeRobertis and Mrs. Mele.

VIII. INTERIM SUPERINTENDENT'S REPORT

Mr. Hughes acknowledged the beautiful art show and the student presentation on the "Crayola Issue" and the "Student Issue."

IX. BUSINESS ADMINISTRATOR'S REPORT

Mr. Arifaj acknowledged the retirees. Mr. Arifaj also gave an update on the SDA Grant.

A motion by Mr. Samuel, seconded by Mr. Walsh, the board entered closed session at 8:45 PM to discuss personnel and the security project on the agenda. A motion by Mr. Samuel, seconded by Mr. Derian, the board returned from closed session at 8:50 pm.

X. MINUTES

REVIEW OF MINUTES –

- April 9, 2014 Public Work/Business Session
- April 30, 2014 Closed Session, Public Hearing, Public Work/Business Session
- May 14, 2014 Closed Session#1, Public Work/Business Session, Closed Session#2

APPROVAL OF MEETING MINUTES – None at this time.

XI. COMMITTEE REPORTS/ACTION

A. TRI-DISTRICT/SHARED SERVICES – Dr. Westlake, Chairperson *the previously scheduled meeting was cancelled.*

- 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 B1.

Mrs. Robertson asked whether the Spring Fling was board approved and if not, it should be added.

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 to be paid by the district	Custodian O/T to be paid by the organization
*6 th Grade Parents Committee	Parents to discuss the Pool Party	Auditorium	5/29/14	7-9:00 PM	-0-	-0-

*no charge to use the facilities

- 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.

1. 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 th Grade Safety Patrol	Garden State Plaza AMC Movie Theater	6/9/14	-0-	\$535.50 (Approx. \$13/per student)
6 th Grade	Middle School Field Trip	6/6/14	\$105 for (1) bus	-0-

- D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson
Mr. Samuel stated that the Finance/Tech Committee met today prior to the board meeting.

A motion by Mr. Samuel, seconded by Mr. Walsh and carried by roll call vote 9-0, the Board approved D1, D2, D3, and D4.

1. Award of Bid for the Oradell School Project, DOE #3870-050-14-1001 - It is hereby moved that the Board approves the following:

WHEREAS, on May 16, 2014 the Oradell Board of Education conducted a public bid opening for Entrance Security Improvements at the Oradell School Project, DOE Project # 3870-050-14-1001; and

WHEREAS, the Board received two (2) bids for the project; and

WHEREAS, the lowest responsible bid for this project was submitted by B. Puntasecca Contractors, Inc. (hereinafter referred to as “Puntasecca”) with a base bid amount of \$85,000, together with Alternate#2D-AA4 for \$3,500 and #2F-AA6 for \$1,500 for a total contract sum of \$90,000.

WHEREAS, the bid submitted by Puntasecca is responsive in all material respects and as such is the lowest responsible bid; and

WHEREAS, it is the Board's desire to award the contract for the Project to Puntasecca.

NOW THEREFORE BE IT RESOLVED, that the Oradell Board of Education hereby awards the contract for the Entrance Security Improvements at the Oradell School to B. Puntasecca Contractors, Inc. in a total contract sum of \$90,000, representing the base bid in the amount of \$85,000, together with Alternate#2D-AA4 and #2F-AA6

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/ performance bond as required in the project specifications, together with an AA201- Project Manning Report, an executed A-101 Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the Agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for this Project. The Board President and the Board Secretary are hereby authorized to execute such Agreement and any other documents necessary to effectuate the terms of this Resolution.

2. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end April 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.

3. Payment of Invoices – It is hereby moved that the invoices for the month of April 2014 be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 942,451.99
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 30,348.42
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	\$ 0.00
Fund 64 (<i>Ntl School Lunch Prog</i>)	\$ 1,799.76
Fund 65	\$ 0.00
Total	\$ 974,600.17

4. 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.

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.

Mrs. Robertson questioned the difference in the cost of workshops.

1. 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
Patricia Cuddy	Everyday Math	Upper Saddle River, NJ	6/3/14	-0-	\$6.57
Toni Violetti	Staff Rights, Staff Accountability, School Ethics	Monroe, NJ	6/23/14	\$150	\$42.15
Toni Violetti	Student Safety for students in General Ed/Special Ed	Monroe, NJ	6/24/14	\$150	\$42.15
Corinne Lynch	NJASTO Meeting	Hillsdale, NJ	6/4/14	\$95	-0-
Susan Confrancisco	Paramus Institute on Teaching of Reading	Paramus, NJ	7/7/14 – 7/10/14	\$367	-0-
Chanel Min	Paramus Institute on Teaching of Reading	Paramus, NJ	7/7/14 – 7/10/14	\$367	-0-
Helene Albrecht	Paramus Institute on Teaching of Reading	Paramus, NJ	7/7/14 – 7/10/14	\$367	-0-
Jennifer Powers	Paramus Institute on Teaching of Writing	Paramus, NJ	7/21/14 – 7/24/14	\$425	-0-
Donna Smith	Paramus Institute on Teaching of Writing	Paramus, NJ	7/21/14 – 7/24/14	\$425	-0-
Lisa Green	Systems 3000 – End of year training	Eatontown, NJ	6/9/14	-0-	\$50.00

2. Approval of Field Placement for the 2014/2015 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Field Placement:

Name	School	Dates	Cooperating Teachers
Thomas Fahey	Seton Hall University	72 hours of observation	Amy Kennedy

3. Approval of Student Teacher Placement for the 2014/2015 School Year - It is hereby moved, upon recommendation of the Interim Superintendent, that the Board approves the following Student Teacher Placement:

Name	School	Dates	Cooperating Teachers
Elizabeth Lee	College of New Jersey	9/2/14 – 12/12/14	Hellen Kapp

4. Approval of Lunch Aides for the 2014/2015 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 Aides, at \$5.60 per session, up to (5) sessions per day:

Denise Boyle
Jeanne Buesser
Dolores Delia
Susan Dickson
Kim Dunphy
Rina Kouyoumdjian
Rosemary Musano
Tina Muscat
Maureen Perusse
Robin Weinzerl

5. Approval of Substitute Lunch Aides for the 2014/2015 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 Lunch Aides, at \$5.60 per session, up to (5) sessions per day:

Jennifer LoSchiavo
Stacey Moses
Denise Pallotta
Beth Shuler
Deborah Tashjian

6. Approval of Front Desk Monitor for the 2014/2015 School Year – It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approve the appointment of the following individual as Front Desk Monitor, at \$5.60 per session, up to (7) sessions per day:

Donna Nobile

7. 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/Substitute Instructional Aides 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:

Michelle Hartman
Maxine Martin-Rumsby
Dennis Ng
Michael Sconza

8. Approval of Supervisor of Special Services for the 2014-2015 School Year - It is hereby moved, upon the recommendation of the Interim Superintendent, that the Board approve the appointment of Brian Mistretta as Supervisor of Special Services for the 2014/2015 school year, at an annual salary of \$93,000.00 effective on or about July 1, 2014 through June 30, 2015.

F. POLICY – Mr. Oddo, Chairperson

G. PUBLIC RELATIONS – Mrs. Norian, Chairperson

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

XII. OPEN TO THE PUBLIC

XIII. OLD BUSINESS

Mr. Walsh spoke about the Memorial Day Parade and asked which board members will be attending. President Watson-Nichols asked the OEA to march in the parade.

Mrs. Walker commented on the Art Show.

XIV. NEW BUSINESS - *None*

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

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 Dr. Westlake, seconded by Mrs. Norian the meeting adjourned at 9”00 PM*

Respectfully submitted,

Bert Arifaj
Business Administrator/Board Secretary