

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
November 5, 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 Mr. Samuel.*

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, Mr. Oddo, Mrs. Robertson, Mrs. Walker, Mr. Walsh,
 Dr. Westlake, Mr. Samuel, Mrs. Watson-Nichols

Absent: Mrs. Norian

Also present were Mr. Matthew Wilson, Superintendent, Mr. Bert Arifaj, Business Administrator/Board Secretary, the Administrative Team, and approximately 8 members of the public.

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

VII. **BOARD PRESIDENT’S REMARKS**

VIII. **SUPERINTENDENT’S REPORT**

- A. Informational Items - *Mr. Wilson spoke about the following:*
- *Presentation of the District Assessment Report*
 - *School Violence and Vandalism Week – October 20-24, 2014*
 - *HIB Report*

IX. **BUSINESS ADMINISTRATOR’S REPORT**

- A. Informational Items

X. MINUTES

REVIEW OF MINUTES –

- July 16, 2014 Board Retreat, Closed Session
- July 30, 2014 Public Work/Business Session Meeting, Closed Session
- August 27, 2014 Public Work/Business Session Meeting

APPROVAL OF MEETING MINUTES –

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 8-0 (Mrs. Norian absent) the Board approved B1 and B2.

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
*PTA	Mother’s Day Plant Sale	MPR D	5/7,5/8, 2015	2 PM on May 7 th to 5 PM on May 8	-0-	-0-
*PTA	Science Fun	MPR C	12/11/14	2:30-4:30 PM	-0-	-0-
*PTA	Art Workshop for Reflection Art Contest	Room 230	11/12/14	2:30-3:30 PM	-0-	-0-
*PTA	Science Fair	MPR ABCD	3/20/15	1:30-9:30 PM	-0-	-0-
*OPS Math League	Group Competition	Auditorium	11/10, 12/8. 2014 1/12, 2/9, 3/16, 4/2/2015	3-3:45 PM	-0-	-0-
6 th Grade Graduation Committee	Meeting	Auditorium	11/10/14	7:30-9:30 PM	-0-	-0-

***no fee to use the facilities**

2. Approval of the Comprehensive Maintenance Plan and M-1 – It is hereby moved, upon recommendation of the Superintendent, that the Board of Education approve the following:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the school facilities of the Oradell Public School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Oradell Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan and M-1 Form for Oradell Public School in compliance with Department of Education requirements.

C. CURRICULUM – Mrs. Walker, Chairperson

A motion by Mrs. Walker, seconded by Dr. Westlake and carried by roll call vote 8-0 (Mrs. Norian absent) the Board approved C1, C2, and C3.

1. Approval and Acceptance of School Violence and Vandalism Week – It is hereby moved upon recommendation of the Superintendent that the Board retroactively approves and accepts October 20-24, 2014 as School Violence and Vandalism Week and the school activities that were implemented during this week.
2. Acceptance of HIB Report for October 2014 – It is hereby moved, upon recommendation of the Superintendent that the Board approves the HIB Report for October 2014.
3. Approval of Walking Field Trips for 2014-2015 School Year - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following field trip(s):

Grade	Destination	Date
All Grades	Oradell Public Library	As scheduled
All Grades	Memorial Field	As scheduled
All Grades	Blauvelt Museum	As scheduled
All Grades	Oradell Police & Fire Department	As scheduled
All Grades	Local Stores in Oradell	As scheduled
All Grades	Local Banks in Oradell	As scheduled
All Grades	River Dell Regional Schools	As scheduled

D. FINANCE/TECHNOLOGY – Mr. Samuel, Chairperson

A motion by Mr. Samuel seconded by Mr. Walsh, and carried by roll call vote 8-0 (Mrs. Norian absent) the Board approved D1, D2, D3, D4, D5, D6, D7, and D8.

1. Monthly Certifications –The Revised Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end June 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. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end July and August 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.

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

Fund 10 (<i>General Current Expense</i>)	\$ 745,489.98
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 0.00
Fund 30 (<i>Capital Projects Funds</i>)	\$ 0.00
Fund 40 (<i>Debt Service Fund</i>)	\$ 73,100.00
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	\$ 6,563.41
Fund 64 (<i>Ntl School Lunch Prog</i>)	\$ 0.00
Fund 65	\$ 0.00
Total	\$825,153.39

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

Fund 10 (<i>General Current Expense</i>)	\$ 943,968.69
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 2,944.47
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	\$ 597.16
Fund 64 (<i>Ntl School Lunch Prog</i>)	\$ 0.00
Fund 65	\$ 0.00
Total	\$ 947,510.32

5. Transfer of Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approve 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.

6. Acceptance of Oradell PTA Mini-Grant Award Monies for the 2014-2015 school year- It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with deep appreciation, mini grant award money from the Oradell Parent-Teacher Association in support of the following program:

Grade	Grant	Amount
6	Camp Bernie	\$1000.00

7. Acceptance of Oradell Kids Foundation Mini-Grant Award Monies for the 2014-2015 school year- It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with deep appreciation, mini grant award money from the Oradell Kids Foundation in support of the following program:

Grade	Grant	Amount
6	Camp Bernie	\$750.00

8. Change in Special Education Services for 2014/2015 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves a change in services provided to Student #87 as follows:

<u>Student</u>	<u>Program/Service/Location</u>	<u>Cost</u>
Student #87	Bergen Pediatric Therapy Center (1)45 min. speech session p/wk.	\$135.00/session
	Total Cost:	\$4,050 (30 weeks)

(This resolution replaces speech therapy sessions at Bloom therapy previously approved on 8/27/14 Agenda Item XI.D13 for (1) 45 min speech session p/wk. at \$95.00/session):

E. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Dr. Westlake, and carried by roll call vote 8-0 (Mrs. Norian absent), the Board approved E1, E2, E3, E4, E5, E6, E7, E8, E9, E10, E11.

1. Acceptance of resignation – It is hereby moved upon recommendation of the Superintendent that the Board, accepts with regret, the resignation of Bert Arifaj, Business Administrator/Board Secretary effective 60 days from October 22, 2014 or a date to be determined.
2. Acceptance of resignation – It is hereby moved upon recommendation of the Superintendent that the Board, accepts with regret, the resignation of Sarah Bright, Part-Time Instructional Aide, effective October 24, 2014.
3. Acceptance of resignation – It is hereby moved upon recommendation of the Superintendent that the Board, accepts with regret, the resignation of Katherine Kelly, Part-Time Instructional Aide, effective November 11, 2014.
4. Acceptance of resignation – It is hereby moved upon recommendation of the Superintendent that the Board, accepts with regret, the resignation of Kelly Fatovic, Part-Time Instructional Aide, effective November 19, 2014.
5. Approval of revised County approved Quantitative and Qualitative Superintendent Merit Goals – It is hereby moved, upon recommendation of the Superintendent that the Board approves (3) Quantitative and (2) Qualitative Superintendent Merit Goals as approved by the Executive County Superintendent.

6. Approval School Psychologist/Anti-Bullying Specialist for the 2014-2015 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve the appointment of Jennifer Adona, to the position of School Psychologist/Anti-bullying Specialist, .8 FTE, at MA+15/Step 3, at an annual salary of \$43,020.00 (to be prorated, pending criminal history background check) start date effective on or about November 24, 2014.

7. Approval of Part-Time Special Education Instructional Aides 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 Aides at a salary of \$10,972.50 (to be prorated):
 - Lucy Bocchi-Kraus
 - Janene Ellis (pending medical requirements)
 - Theresa Rorro
 - Danielle Galvez (pending medical requirements and criminal history background check)
 - Naomi Ashner (pending medical requirements and criminal history background check)

8. Approval of Substitute Teachers for the 2014-15 School Year – It is hereby moved, upon the recommendation of the Superintendent, 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:
 - Lucy Bocchi-Kraus
 - Janene Ellis (pending medical requirements)
 - Theresa Rorro
 - Carrie Jablonsky (pending criminal history background check, identification documents)
 - Kristian Diore

9. Approval of Substitute Instructional Aides for the 2014-15 School Year – It is hereby moved, upon the recommendation of the Superintendent, 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:
 - Lucy Bocchi-Kraus
 - Janene Ellis (pending medical requirements)
 - Theresa Rorro
 - Danielle Galvez (pending medical requirements and criminal history background check)
 - Naomi Ashner (pending medical requirements and criminal history background check)
 - Kristian Diore

10. Approval of Workshop/Conference for the 2014-2015 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Workshop/Conference:

Attendee	Conference/Workshop	Location	Date(s)	Workshop Fee	Hotel/Mileage/Tolls/Meals/Parking
Traci	Odyssey of the Mind	Kendall	11/15/14	\$0	\$31.19 + tolls

Schaum	Coaches training	Park, NJ			
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11. Approval of Office Substitute for 2014-2015 School Year - It is hereby moved, upon recommendation of the Superintendent, that the Board approve the following office substitute effective November 4, 2014 at a rate of \$11.75 per hour:

Denise Boyle

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

XIV. NEW BUSINESS

XV. CLOSED SESSION – *A motion by Dr. Westlake, seconded by Mr. Walsh the board entered closed session at 9:05 P.M. for the purpose of:*

Personnel

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 9:53 P.M.

XVI. A motion by Mr. Walsh seconded by Dr. Westlake, the meeting adjourned at 9:53 P.M.

Respectfully submitted,



***Heather Goguen for Bert Arifaj
Business Administrator/Board Secretary***

