

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
December 16, 2015**

Minutes

I. *The meeting was called to order at 7:33 by President Watson-Nichols.*

II. *The flag salute was led by Mrs. Norian.*

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 Mrs. Walker.*

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. Shapiro,
Mrs. Walker, Dr. Westlake, Mrs. Robertson, Mrs. Watson-Nichols

Absent: Mr. Walsh

Also present were Matthew Wilson, Superintendent, Ms. Heather Goguen, Business Administrator/Board Secretary and approximately 27 members of the public.

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

VII. **BOARD PRESIDENT'S REMARKS**

VIII. **SUPERINTENDENT'S REPORT**

A. Information/Discussion Items

IX. **BUSINESS ADMINISTRATOR'S REPORT**

A. Correspondence – Letter from Amy Syracuse regarding donation

B. Information/Discussion Items

1. A presentation of the Comprehensive Annual Financial Report (CAFR) for FY ended June 30, 2015 by Mr. Jeffrey Bliss, CPA, of the accounting firm of Lerch, Vinci & Higgins, LLP
2. Acceptance of Comprehensive Annual Financial Report (CAFR)
3. Acceptance and Approval of the Corrective Action Plan for FY ended June 30, 2015.

X. MINUTES

A motion by Dr. Westlake, seconded by Mrs. Walker and carried a roll call vote 7-0 (Mr. Walsh was absent)(Mrs. Shapiro abstained) the Board approved the following minutes:

REVIEW OF MINUTES –

- October 21, 2015 – Closed Session
- November 18, 2015 – Work/Business Session
- November 18, 2015 – Closed Session #1
- November 18, 2015 – Closed Session #2
- December 9, 2015 – Work/Business Session
- December 9, 2015 – Closed Session

APPROVAL OF MEETING MINUTES –

- October 21, 2015 – Work/Business Session

XI. COMMITTEE REPORTS/ACTION

A. MISCELLANEOUS

A motion by Mr. Derian, seconded by Dr. Westlake and carried a roll call vote 7-0 (Mr. Walsh was absent)(Mrs. Shapiro abstained) the Board approved A1.

1. HIB Report for December 2015 – It is hereby moved, upon recommendation of the Superintendent, that the Board affirms the decision and findings of HIB Incident #10.13.15.1 as reported by the Superintendent to the Board of Education.

B. BI-BOROUGH/SHARED SERVICES – Dr. Westlake, Chairperson

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

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

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 2015-2016 School Year:

Organization	Event	Area of Building	Dates	Time	Custodian O/T	Facility Charge
*Daisy Troop # 6950	Monthly Meetings	MPR D IMC	1/19/16, 2/2/16, 3/1/16, 5/24/16, 6/7/16 4/29/16	3:00 – 4:30 PM	-0-	-0-
*Boy Scouts #136	Webelos Crossover	Auditorium	3/18/16	7:00 – 9:00 PM	-0-	-0-
*Junior Women’s Club of River Edge	JWCRE Spelling Bee	Auditorium	1/10/16 1/24/16 (Snow Date)	11:00 – 4:00 PM	-0-	-0-
*Oradell SEPAC	SEPAC Meeting #2	IMC	2/1/16	7:00 -- 8:30 PM	-0-	-0-

*facility use fee waived

D. CURRICULUM – Mrs. Walker, Chairperson

A motion by Mrs. Walker, seconded by Dr. Westlake and carried a roll call vote 8-0 (Mr. Walsh was absent) the Board approved D1.

1. Approval of Special Education Programs/Services for 2015-2016 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 2015-2016 school year:

Student #	School/Program/Service	Tuition/Cost to District
91	1 additional speech therapy session during the 2015-2016 school year at Miracles in Communication @ \$155 per session for 26 weeks	\$4,030

E. FINANCE/TECHNOLOGY – , Chairperson

A motion by Mr. Derian, seconded by Dr. Westlake and carried a roll call vote 8-0 (Mr. Walsh was absent) the Board approved E1, E2, E3, E4, E5, E6, E7, E8, E9, E10.

1. Acceptance of Donation – It is hereby moved, upon the recommendation of the Superintendent that the Board accepts, with deep appreciation and gratitude, a donation in the amount of \$500 from Amy Syracuse to be used for equipment or services that will help enrich OPS students’ educational experiences in the 2015-2016 school year.
2. 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 2014-2015 Audit and the CAFR for the fiscal year ended June 30, 2015.

3. Acceptance and Approval of the Corrective Action Plan for FY ended June 30, 2015– 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.

4. Approval of Technology Purchases and Installation – It is hereby moved, upon recommendation of the Superintendent, that the board approve the following Technology Purchases and Installation:
 - CISCO Wireless Access – MRESC State Approved Cooperative CO-OP #65MCESCCPS = \$15,303.84

5. Approval of Transfer to Fund 12 - It is hereby moved, upon recommendation of the Superintendent, that the Board approves transfer in the amount of \$15,303.84 from 11-190-100-610-08-0203 to 12-000-400-450 for the wireless access upgrade.

6. Approval of Transfer to Fund 12 - It is hereby moved, upon recommendation of the Superintendent, that the Board approves transfer in the amount of \$1,745 from 11-000-261-420-06 to 12-000-400-450 for the basement repairs.

7. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end November 2015, 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 2015-2016 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.

8. Payment of Invoices – It is hereby moved that the invoices for the month of November 2015 be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 1,033,380.84
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 35,878.14
Fund 30 (<i>Capital Projects Funds</i>)	\$ 0.00
Fund 40 (<i>Debt Service Fund</i>)	\$ 0.00
Fund 50 (<i>Bi-Borough Curriculum</i>)	\$ 10,495.70
Fund 63 (<i>Summer School</i>)	\$ 0.00
Fund 64 (<i>Milk</i>)	\$ 1,530.06
Unemployment	\$ <u>1,155.16</u>
Total	\$ 1,082,439.90

9. 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.

10. RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF ORADELL IN THE COUNTY OF BERGEN, NEW JERSEY APPROVING THE ENERGY SAVINGS PLAN AND AUTHORIZING THE REQUEST FOR LEASE PURCHASE BIDS TO FINANCE ALL OF A PORTION OF THE IMPROVEMENTS COMPRISING THE SCHOOL DISTRICT’S ENERGY SAVINGS PLAN

WHEREAS, the Board of Education of the Borough of Oradell in the County of Bergen, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed thereby) has, pursuant to N.J.S.A. 18A:18A-4.6, (the “ESP Law”), determined to undertake an energy savings plan; and

WHEREAS, the Board has appointed Johnson Controls, Inc. (“JCI”) to develop an Energy Savings Plan (the ESP”) pursuant to the ESP Law; and

WHEREAS, JCI has developed an ESP based upon a scope of projects including individual energy conservation measures (“ECM’s”) and including annual energy and operational savings and a proposed cash flow pro forma (the “ESP”); and

WHEREAS, in accordance with the ESP Law, the Board appointed DLB Engineering to act as a “third party verifier” in order to verify the savings set forth in the ESP; and

WHEREAS, DLB Engineering has verified the savings set forth in the ESP as set forth in its report dated Decmeber 7, 2015; and

WHEREAS, the ESP, as verified, has been submitted to and approved by the New Jersey Board of Public Utilities; and

WHEREAS, the Board has determined that the energy savings generated from ESP will be sufficient to cover the cost of the program’s ECM’s set forth in the ESP, and, therefore, has determined to implement the ESP pursuant to N.J.S.A. 18A:18A-4.6 et seq. and to finance the ESP thorough the issuance of energy savings obligations authorized as a lease purchase agreement pursuant to N.J.S.A. 18A:18A-4.6(c); and

WHEREAS, in order to continue to move the ESP forward, the Board seeks to (i) approve and adopt the ESP; (ii) authorize a contract with JCI to provide and install the ESP, in accordance with the ESP Law; and (ii) authorize the seeking of bids for the lease purchase financing of the ECM’s and other costs of the ESP.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF ORADELL IN THE COUNTY OF BERGEN, NEW JERSEY AS FOLLOWS:

SECTION 1. The Board hereby approves and adopts the ESP as submitted to and approved by the BPU.

SECTION 2. The Board hereby awards a contract to JCI to provide and install, in accordance with the ESP Law, the approved ESP in an amount not to exceed \$2,400,000. The Board additionally authorizes the execution and delivery of a contract with JCI with respect to same and with respect to JCI's proposed guaranty of energy savings, upon review and advice of counsel.

SECTION 3. The Board hereby authorizes and directs the distribution of a request for bids for a lease purchase agreement to finance the improvements set forth in the ESP. Phoenix Advisors, LLC and Wilentz, Goldman & Spitzer, P.A., are hereby authorized to draft and distribute such request for bids.

SECTION 4. This resolution shall take effect immediately.

F. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Dr. Westlake and carried a roll call vote 8-0 (Mr. Walsh was absent) the Board approved F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11, F12, F13, F14, F15, F16.

1. Approval of Part-Time Special Education Instructional Aide for the 2015-2016 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 \$11,257.50 (to be prorated):
 - Nicole Guedes
2. Appointment of Substitute Morning Monitor for the 2015-2016 School Year - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following staff Member to serve as Substitute Morning Monitor at \$7.20 per 15 minute session:
 - Katie Guinan
3. Approval of Substitute Teachers for the 2015-2016 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following Substitute Teachers at \$90 per day:
 - Meghan Manaut
 - Jenna Thorne (pending medical requirements)
 - Nicole Guedes
 - George Maroules
 - Matthew Bernarducci

4. Approval of Substitute Special Education Instructional Aides for the 2015-2016 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following Substitute Special Education Instructional Aides at \$90 per day:
 - Meghan Manaut
 - Jenna Thorne (pending medical requirements)
 - Nicole Guedes
 - George Maroules
 - Matthew Bernarducci

5. Approval of Office Substitutes for the 2015-2016 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following Office Substitutes at a rate of \$11.75 per hour:
 - Jenny Hirschberg
 - Jennifer Mayer

6. Approval of Leave of Absence – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the Childbirth Disability Leave of Absence for Jennifer Amoroso to commence on or about March 21, 2016 (using 15 accrued sick days) concurrent with FMLA leave to the extent permitted by law, followed by New Jersey Family Leave (unpaid by the Board, with health benefits) with an expected return date on or about October 29, 2016.

7. Approval of Leave of Absence – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the Childbirth Disability Leave of Absence for Priscilla Aristakesian to commence on or about December 4, 2015 concurrent with FMLA leave to the extent permitted by law (unpaid by the Board), followed by New Jersey Family Leave (unpaid by the Board) with an expected return date on June 1, 2016.

8. Approval of Leave of Absence – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the Childbirth Disability Leave of Absence for Jamie Caruana to commence on or about February 29, 2016 (using 29 accrued sick days) concurrent with FMLA leave to the extent permitted by law, followed by New Jersey Family Leave (unpaid by the Board, with health benefits) with an expected return date on or about September 1, 2016.

9. Acceptance of Resignation – It is hereby moved, upon recommendation from the Superintendent, that the Board accepts, with deep regret, the resignation of Joan Bayley, Full-Time Special Education Instructional Aide, effective on or about December 31, 2015.

10. Approval of Part-Time Custodians During Winter Break – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the following Part-Time Custodians, for December 23, 2015, December 24, 2015, January 2, 2016 and January 3, 2016 at a rate of \$9.50 per hour, not to exceed 30 hours:
 - Dante DeSimone
 - Will Gooler
 - Chris Gordon

11. Approval of Technical Support Workers from Bergen Technical School During Winter Break – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the following Technical Support Workers from Bergen Technical School for January 2, 2016 at a rate of \$70 an hour, not to exceed 8 hours:
 - Lucas Klemer
 - Stefano Brenna

12. Approval of Student Teaching Assignment – It is hereby moved, upon recommendation from the Superintendent, that the Board approves Thomas Fahey from Seton Hall University to complete his first of two student teaching assignments for 7.5 weeks beginning on or about January 11, 2016 until on or about March 4, 2016 in the fifth-grade classrooms of Mrs. Kennedy & Mrs. Hendricks.

13. Approval of Student Teaching Assignment – It is hereby moved, upon recommendation from the Superintendent, that the Board approves Jolyann Schoeppler from Fairleigh Dickinson University to complete her student teaching assignment beginning on or about January 25, 2016 until on or about May 13, 2016 in the kindergarten classroom of Mrs. Bendett.

14. Approval of Workshops/Conferences for the 2015-2016 School Year – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the following Workshops/Conferences:

Attendee	Conference/Workshop	Location	Date(s)	Cost	Travel
Gina Stross	Bi-Borough Workshop: Small Group Instruction & Centers in the Reader's Workshop/RTI	River Edge, NJ	1/7, 1/14, 1/21, 1/28/ 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Reischell Castillo	Bi-Borough Workshop: Small Group Instruction & Centers in the Reader's Workshop/RTI	River Edge, NJ	1/7, 1/14, 1/21, 1/28/ 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0

Nicole Hendricks	Bi-Borough Workshop: Strategies for Supporting English Language Learners	River Edge, NJ	1/12, 1/19, 1/26 (3:30 – 5:00)	Teacher Compensation \$30 x 4.5 hours = \$135	\$0
Kristin Terzano	Bi-Borough Workshop: Everything Google	Oradell, NJ	1/7, 1/14, 1/21, 1/28 & 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Judy Bishopp	Bi-Borough Workshop: Everything Google	Oradell, NJ	1/7, 1/14, 1/21, 1/28 & 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Carol Blakeslee	Bi-Borough Workshop: Everything Google	Oradell, NJ	1/7, 1/14, 1/21, 1/28 & 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Hellen Kapp	Bi-Borough Workshop: Everything Google	Oradell, NJ	1/7, 1/14, 1/21, 1/28 & 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Antoinetta Boccanfuso	Bi-Borough Workshop: Everything Google	Oradell, NJ	1/7, 1/14, 1/21, 1/28 & 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Diane Malwitz	Bi-Borough Workshop: Everything Google	Oradell, NJ	1/7, 1/14, 1/21, 1/28 & 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Helene Albrecht	Bi-Borough Workshop: Everything Google	Oradell, NJ	1/7, 1/14, 1/21, 1/28 & 2/4 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Patricia Cuddy	Bi-Borough Workshop: Multicultural Art & Art History in the Classroom	River Edge, NJ	11/10/ 11/17, 12/1, 12/8, 12/15 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Adrianna Pesticella	Bi-Borough Workshop: How to Motivate Struggling Students	River Edge, NJ	11/18, 12/2, 12/9, 12/16 & 12/22 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Nikki Dell'Olio	Bi-Borough Workshop: How to Motivate Struggling Students	River Edge, NJ	11/18, 12/2, 12/9, 12/16 & 12/22 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Debbie Bendett	Bi-Borough Workshop: How to Motivate Struggling Students	River Edge, NJ	11/18, 12/2, 12/9, 12/16 & 12/22 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Nicole Hendricks	Bi-Borough Workshop: How to Motivate Struggling Students	River Edge, NJ	11/18, 12/2, 12/9, 12/16 & 12/22 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Blair Hughes	Bi-Borough Workshop: How to Motivate Struggling Students	River Edge, NJ	11/18, 12/2, 12/9, 12/16 & 12/22 (3:30 – 5:30)	Teacher Compensation \$30 x 10 hours = \$300	\$0
Hellen Kapp	Bi-Borough Workshop: How to Motivate Struggling	River Edge, NJ	11/18, 12/2, 12/9, 12/16 & 12/22	Teacher Compensation	\$0

	Students		(3:30 – 5:30)	\$30 x 10 hours = \$300	
Katie Guinan	Teaching Important Skills through Interactive Writing and Shared Reading	Paramus, NJ	3/1, 3/15, 3/29 (4:15 – 6:15)	Teacher Compensation \$30 x 6hours = \$180	\$0
Rosemarie Cataldo	Fostering Teacher Leadership	Fair Lawn, NJ	1/27, 2/4, 2/17 (4:15 – 6:15)	Teacher Compensation \$30 x 6hours = \$180	\$0
Sheri Malenda	Fostering Teacher Leadership	Fair Lawn, NJ	1/27, 2/4, 2/17 (4:15 – 6:15)	Teacher Compensation \$30 x 6hours = \$180	\$0
Diane Malwtiz	Supporting Communities of Inquiry in Classrooms and Schools	Paramus, NJ	1/13, 1/27, 2/17 (4:15 – 6:15)	Teacher Compensation \$30 x 6hours = \$180	\$0
Katie Guinan	Fostering Communities of Risk in Classrooms and Schools	Paramus, NJ	1/7/15 (9:00-2:00)	\$0	\$0
Diane Malwtiz	Fostering Communities of Risk in Classrooms and Schools	Paramus, NJ	1/7/15 (9:00-2:00)	\$0	\$0
Sheri Malenda	Fostering Communities of Risk in Classrooms and Schools	Paramus, NJ	1/7/15 (9:00-2:00)	\$0	\$0
Gianna Apicella	Techspo	Atlantic City, NJ	1/28, 1/29	Registration fee: \$420 Hotel: \$99	\$84.94 plus tolls

15. Approval of Stipends for Directors of Winter Concert – It is hereby moved, upon recommendation of the Superintendent, that the Board approve a stipend in the amount of \$150 per teacher to James Butcher and Carol Richardi, Musical Directors of the annual OPS Winter Concert performed on December 9, 2015.

16. Acceptance of Resignation – It is hereby moved, upon the recommendation of the Superintendent, that the Board accepts the resignation of Matthew Wilson, Superintendent, effective January 15, 2016.

G. POLICY – Mr. Oddo, Chairperson

H. PUBLIC RELATIONS – Mrs. Norian, Chairperson

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

XII. OPEN TO THE PUBLIC

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. CLOSED SESSION – *A motion by Mrs. Walker, seconded by Dr. Westlake and carried a roll call vote 8-0 (Mr. Walsh was absent) the board entered into closed session at 8:57 P.M. for the purpose of:*

Personnel, Superintendent Search, Negotiations

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 Mrs. Walker, seconded by Dr. Westlake the board exited Closed Session at 9:19 P.M.

XVI. *A motion by Dr. Westlake, seconded by Mrs. Shapiro the meeting was adjourned at 9:19 P.M.*

Respectfully submitted,



Heather Goguen
Business Administrator/Board Secretary

