

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
November 18, 2015**

MINUTES

- I. *The meeting was called to order at 7:34 PM.***
- II. *The Flag Salute was led by the Students of Oradell Public School.***
- 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, Mrs. Walker, Mrs. Robertson, Mrs. Watson-Nichols

Absent: Mr. Oddo, Mr. Walsh, Dr. Westlake

Also present were Matthew Wilson, Superintendent, Heather Goguen, Business Administrator/Board Secretary and approximately 30 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

VII. BOARD PRESIDENT'S REMARKS

The Board interviewed four candidates for the open Board of Education seat.

A motion by Mrs. Walker, seconded by Mrs. Norian and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr Westlake were absent) the Board entered into Executive Session at 8:25 PM, for the purpose of selecting a board member.

A motion by Mrs. Norian, seconded by Mrs. Walker the Board exited Executive Session at 8:43PM

1. Appointment of Board Member to Vacant Seat- It is hereby moved, upon recommendation of the Superintendent, that the Board of Education approves and appoints Nancy Shapiro as Board of Education member from November 18, 2015 up until the Reorganization Meeting in January of 2017.

A. Oath is administered by the Board Secretary.

VIII. SUPERINTENDENT'S REPORT

A. Information/Discussion Items

- *Ms. Bozios, Mr. Hagopian, and Ms. Apicella presented "Fostering A Positive Culture at OPS"*

IX. BUSINESS ADMINISTRATOR'S REPORT

A. Information/Discussion Items

- *Ms. Goguen is meeting with administrators and beginning to put the budget together.*

IX. MINUTES

REVIEW OF MINUTES –

- October 21, 2015 – Work/Business Session

A motion by Mrs. Walker, seconded by Mr. Derian and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr. Westlake were absent), (Mrs. Shapiro abstained) the Board approved the following minutes:

APPROVAL OF MEETING MINUTES –

- October 7, 2015 – Work/Business Session

XI. COMMITTEE REPORTS/ACTION

A. MISCELLANEOUS

A motion by Mrs. Norian, seconded by Mrs. Walker and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr. Westlake were absent), (Mrs. Shapiro abstained) the Board approved A1.

1. HIB Report for November, 2015 – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts 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 Mrs. Norian and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr. Westlake were absent), (Mrs. Shapiro abstained) 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
*Family Math Family Science	Family Math & Science classes	MPR C	FM – 1/6/16, 1/13/16, 1/20/16, 1/27/16, 2/3/16 FS – 1/7/16, 1/14/16, 1/21/16, 1/28/16, 2/4/16	6:00 – 8:00 PM	-0-	-0-
*OPS Music Department	School Musical	Auditorium, MPR A & B	3/10/16, 3/11/16	6:00 – 10:00 PM	-0-	-0-
Boy Scout Troop # 36	Fish Fry Fundraiser	MPR A & B MPR C & D	2/6/16	4:00 – 9:00 PM 5:00 – 9:00 PM	\$328.14 (approx.)	-0-
*Good News Club	Bible Club for OPS Children (add'l dates)	MPR D	6/6/16, 6/13/16	3:00 – 4:30 PM	-0-	-0-
*Oradell PTA	Holiday Boutique	MPR D	11/30/15 – 12/4/15	8:30 AM – 2:45 PM	-0-	-0-
*Oradell PTA	6 th Grade Babysitting Class	Auditorium	3/19/16	8:00 AM – 6:00 PM	-0-	-0-
*Odyssey of the Mind Practice/OK Kids Foundation		MPR C	1/6/16, 1/7/16, 1/13/16, 1/14/16, 1/20/16, 1/21/16, 1/27/16, 1/28/16, 2/3/16, 2/4/16	3:00 – 6:00 PM	-0-	-0-
		MPR C	1/8/16, 1/15/16, 1/22/16, 1/29/16	3:00 – 10:00 PM		
		MPR D	1/8/16, 1/22/16	4:30 – 10:00 PM		
		MPR D	1/15/16, 1/29/16	3:00 – 10:00 PM		
		MPR C & D	1/9/16	8:00 – 6:00 PM		
*Special Services Dept.	Parent Advisory Meeting	IMC	11/23/15	7:00 – 8:30 PM	-0-	-0-
River Dell Junior Cheer	Annual Showcase and Award Ceremony	MPR A & B MPR C & D	12/11/15	7:00 – 9:00 PM 4:00 – 9:00 PM	-0-	\$15

*facility use fee waived

A motion by Mrs. Walker, seconded by Mrs. Norian and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr Westlake were absent), (Mrs. Shapiro abstained) the Board approved D1.

1. Approval of Field Trip for the 2015-2016 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board approves the following Field Trip:

Destination	Grade	Dates	Cost to District	Cost to Parents
Turtle Back Zoo	K	April 2016	\$0	\$1,185 Transportation Cost \$1,125 (admission and other costs)

E. FINANCE/TECHNOLOGY – , Chairperson

A motion by Mr. Derian, seconded by Mrs. Norian and carried a roll call vote 5-0 (Mr. Oddo Mr. Walsh, Dr. Westlake were absent), (Mrs. Shapiro abstained) the Board approved E1, E2, E3, E4, E5, E6.

1. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end September and October 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.
2. Payment of Invoices – It is hereby moved that the invoices for the month of September 2015 be retroactively approved as follows:

Fund 10 (General Current Expense)	\$ 1,087,802.89
Fund 12 (Capital Outlay)	\$ 27,860.00
Fund 20 (Special Revenue Fund)	\$ 1,560.10
Fund 30 (Capital Projects Funds)	\$ 0.00
Fund 40 (Debt Service Fund)	\$ 0.00
Fund 50 (Bi-Borough Curriculum)	\$ 9,818.00
Fund 63 (Summer School)	\$ 8,000.00
Fund 64 (Milk)	\$ 0.00
Unemployment	\$ 0.00
Total	\$ 1,135,040.99

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

Fund 10 (General Current Expense)	\$ 1,111,453.99
Fund 12 (Capital Outlay)	\$ 0.00
Fund 20 (Special Revenue Fund)	\$ 35,714.84
Fund 30 (Capital Projects Funds)	\$ 0.00
Fund 40 (Debt Service Fund)	\$ 0.00
Fund 50 (Bi-Borough Curriculum)	\$ 9,750.00

Fund 63 (<i>Summer School</i>)	\$	0.00
Fund 64 (<i>Milk</i>)	\$	0.00
Unemployment	\$	0.00
Total	\$	1,156,738.83

4. 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.

5. Approval of Mentor Program Registration Fee – It is hereby moved, upon the recommendation of the Superintendent that the Board approves the registration fee for Gianna Apicella, Assistant Principal, in the Leaders 2 Leaders Mentoring Program at a cost of \$800.00.

6. Approval to accept donation from Target – It is hereby moved, upon the recommendation of the Superintendent, that the Board accepts with deep appreciation the Take Charge of Education donation from Target in the amount of \$500.

F. PERSONNEL – Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Mr. Derian and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr. Westlake were absent), (Mrs. Shapiro abstained) the Board approved F1, F2, F3, F4, F5, F6, F7, F8, F9.

1. Resolution for Mrs. Debra Lane on her Retirement – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following resolution for Mrs. Debra Lane, Teacher, on her retirement:

RESOLUTION

WHEREAS, Debra Lane has tendered her resignation as a Teacher in the Oradell Public School District to become effective November 30, 2015, after more than 27 years of service, all of which were spent in dedicated and faithful service to the Oradell Public School District, and

WHEREAS, during her many years in our school system she has imparted her knowledge and understanding of the educational needs of the students of the Oradell Public School District, and

WHEREAS, she has influenced the lives of many boys and girls with her deep understanding and has earned their love and respect as well as that of their parents and her colleagues, and

WHEREAS, she has given unselfishly of her time and effort in the interest and welfare of the children of our school district,

NOW, THEREFORE, BE IT RESOLVED that the Oradell Board of Education hereby recognizes Mrs. Lane's contribution to the district and expresses its appreciation of her dedicated services and directs that this resolution be included in the minutes of this Board and that a copy be presented to Mrs. Lane as a token of its esteem.

2. Approval of Substitute Teacher 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 Teacher at \$90 per day:
 - Julie McKernan (pending medical requirements),
 - Dante Cianni (pending criminal history review)
 - Elzbieta Wdowiak
 - Lisa Stross
 - Peter Himmelberg

3. Approval of Substitute 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 Substitute Special Education Instructional Aide at \$90 per day:
 - Julie McKernan (pending medical requirements)
 - Dante Cianni (pending criminal history review)
 - Elzbieta Wdowiak
 - Lisa Stross
 - Peter Himmelberg

4. Approval of Leave of Absence – It is hereby moved, upon recommendation from the Superintendent, that the Board approves a Leave of Absence for Chanel Min, Grade 6, from December 4, 2015 through June 30, 2016 (unpaid, without benefits).

5. Approval of Leave Replacement Teacher – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the appointment of Reischell Castillo as Leave Replacement Teacher for Chanel Min (Grade 6), BA Step 1, at an annual salary of \$50,180 (to be prorated), effective from December 4, 2015 through June 30, 2016.

6. Approval of Leave Replacement Teacher – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the appointment of Meghan Manaut as Leave Replacement Teacher for Elinor Romer (Grade 4), effective from November 13, 2015 through January 4, 2015 (inclusive of one transition day), at \$90 per day, increasing to \$125 per day after the first 20 days of service.

7. Approval of 24.5 Hour 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 Denise Boyle as 24.5 Hour Special Education Instructional Aide at a salary of \$15,760.50 (previously approved as a 17.5 hour aide on June 24, 2015 agenda), effective November 19, 2015.

8. Approval of Additional Compensation for Staff Members Participating in the Camp Bernie Field Trip – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following staff members for additional compensation for participation in the Camp Bernie field trip after regularly scheduled contractual time. Teachers: 3:25 – 5:00 (1 hour and 35 minutes), pro-rated at forty-five (\$45.00) dollars per hour. Instructional aides: at the regular hourly rate, pro-rated, for time submitted on voucher and approved by a supervisor.

Instructional Aide	Hours	Compensation Amount
Denise Boyle (replacing Shannon Carretta, approved on 9/16/2015 agenda #F.8)	5.25 hours	\$91.77

9. 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
Heather Goguen	Affordable Care Act Reporting Requirements for Boards of Education	Mt. Laurel, NJ	12/1/15	-\$0-	\$40.73
Jane Williamson	Affordable Care Act Reporting Requirements for Boards of Education	Mt. Laurel, NJ	12/1/15	-\$0-	\$59.52 + tolls
Megan Bozios	Mindsets & Moves – Strategies that Help Readers Take Charge	Paramus, NJ	11/19/15	\$165	-\$0-
Gina Stross	Mindsets & Moves – Strategies that Help Readers Take Charge	Paramus, NJ	11/19/15	\$165	-\$0-
Jennifer Telfer	Mindsets & Moves – Strategies that Help Readers Take Charge	Paramus, NJ	11/19/15	\$165	-\$0-
Megan Bozios	World Class Schools – World Class Principals	Monroe, NJ	12/4/15	\$149	-\$0-

G. POLICY – Mr. Oddo, Chairperson

A motion by Mrs. Walker, seconded by Mrs. Norian and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr. Westlake were absent), (Mrs. Shapiro abstained) the Board approved G1, G2, G3.

1. Approval and Adoption of Second Reading of Revised Policy– It is hereby moved, upon recommendation of the Superintendent that the Board approves and adopts the second reading of the following policy:

Policy #	Description
5120	Assessment of Individual Needs

2. Approval and Adoption of Second Reading of Revised Policy– It is hereby moved, upon recommendation of the Superintendent that the Board approves and adopts the second reading of the following policy:

Policy #	Description
5141.21	Administering Medication

3. Approval and Amendment of Policy– It is hereby moved, upon recommendation of the Superintendent that the Board approves and adopts the amendments to the following policy:

Policy #	Description
1330	Use of Facilities

H. PUBLIC RELATIONS – Mrs. Norian, Chairperson – *No report*

I. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate – *No report*

XII. OPEN TO THE PUBLIC

XIII. OLD BUSINESS

- *Mr. Derian spoke of the ESIP and how we are waiting for the 3rd party auditor review.*
- *Mrs. Walker spoke about the great selection of candidates for the vacant Board of Education seat and that all of them have children in the school.*
- *Mrs. Nichols facilitated a discussion with the board about whether the 6th grade parents should be able to decide if Spring Fling should be on-site or off-site and what the board's oversight is.*

XIV. NEW BUSINESS

XV. CLOSED SESSION – *A motion by Mrs. Norian, seconded by Mrs. Walker and carried a roll call vote 5-0 (Mr. Oddo, Mr. Walsh, Dr. Westlake were absent),(Mrs. Shapiro abstained) the Board entered closed session at 9:31 PM 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 Mrs. Norian, seconded by Mrs. Walker, the Board exited closed session at 10:15 PM.

XVI. The meeting was adjourned at 10:15 PM

Respectfully submitted,



Heather Goguen
Business Administrator/Board Secretary

