

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

**REORGANIZATION/REGULAR MEETING  
Oradell Public School/Media Center  
January 6, 2016**

**MINUTES**

**I. *The meeting was called to order by Ms. Heather Goguen 7:34 PM.***

**II. *The Flag Salute was led by Mrs. Rita Walker.***

**III. *The Sunshine Law Statement was read by Ms. Heather Goguen.***

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 Borough Clerk, posted in Borough Hall and the Oradell Public Library, faxed to The Record, and Town News and all persons requesting such notice.

**IV. *The Mission Statement was read by Ms. Heather Goguen.***

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

**REORGANIZATION MEETING**

**VI. BOARD SECRETARY'S REPORT ON ELECTION RESULTS**

Ms. Heather Goguen served as President Pro-Tem until the new Board Members were sworn in and the Board elects a new President.

**Election Results** – Ms. Heather Goguen spoke about the election results.

**Annual School Election Results  
Tuesday, November 3, 2015**

**Official Board Candidate Results  
(3) Full Three Year Terms**

Candidate	District	District	District	District	District	District	Mail In	Provisional	Total
	1	2	3	4	5	6	Ballots		
Mary Katherine Norian	191	154	163	193	229	226	95	6	1257
Andrew P. Oddo	120	110	108	128	152	156	100	4	878

Candidate	Write In	Total
Christine Robertson	31	31

- Ms. Heather Goguen administered the Oath based on these results to the following newly elected Board Members.

Mary Katherine Norian	3-year term
Andrew Oddo	3-year term
Christine Robertson	3-year term

- Roll Call – Mr. Derian, Mrs. Norian, Mr. Oddo, Mrs. Robertson, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Mrs. Watson- Nichols, Dr. Westlake

Also In Attendance: Ms. Goguen, Business Administrator

- Oradell Board of Education Trustees and Expiration of Terms of Office:

<u>Trustee</u>	<u>Expiration of Term</u>
John Walsh	2016
Dorothy Watson-Nichols	2016
Eugene Westlake	2016
Nancy Shapiro	2016
Gregory Derian	2017
Rita Walker	2017
Mary Katherine Norian	2018
Andrew Oddo	2018
Christine Robertson	2018

4. Ms. Heather Goguen asked for nominations for President of the Board. Dr. Westlake nominated Mrs. Dorothy Watson-Nichols, seconded by Mrs. Rita Walker. There were no other nominations made. Roll call vote 8 ayes and 1 abstention, electing Mrs. Dorothy Watson-Nichols as President.

Ms. Heather Goguen relinquishes the chair to the newly elected president.

5. President Watson-Nichols asked for nominations for the position of Vice-President of the Board. Mr. Walsh nominated Mrs. Christine Robertson, seconded by Dr. Westlake. There were no other nominations made. Roll call vote of 8 ayes and 1 abstention, electing Mrs. Christine Robertson Vice-President.

*President Watson-Nichols asked for a motion for a consent vote on Agenda items 6-14. A motion by Mrs. Shapiro, seconded by Dr. Westlake and carried a roll call vote 9-0, the Board approved items 6-14.*

6. President Watson-Nichols asked that each of the board members read aloud a statement from the Code of Ethics.

I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

I will confine my board action to policymaking, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.

I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrative officer.

I will support and protect school personnel in proper performance of their duties.  
I will refer all complaints to the chief school administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

7. **Calendar of Meeting Dates for 2016** – It is hereby moved that the Board approves the below listed schedule of meeting dates for 2016 to be held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month (unless otherwise stated) beginning at 7:30 p.m. in the OPS-IMC:

January 20, 2016  
February 3, 2016  
February 17, 2016  
March 2, 2016  
March 16, 2016  
April 6, 2016  
April 20, 2016  
May 4, 2016  
May 18, 2016  
June 15, 2016  
July 20, 2016  
August 17, 2016  
September 7, 2016  
September 21, 2016  
October 5, 2016  
October 19, 2016  
November 16, 2016  
December 21, 2016

**Note: Action is taken at all Public Work/Business Session Meetings. Closed session meetings may precede and/or follow the work/business session meetings. Meeting location, dates & times subject to change. Notices for all meetings (scheduled, non-scheduled, cancelled or changed) are posted in the business office, the hall outside the OPS main office, The Oradell Public Library and the Oradell Town Hall.**

8. **Designation of Official Board of Education Newspapers** - It is hereby moved that the Board designates The Record, The Star Ledger and The Town News as the official newspapers of the Oradell Board of Education for bid advertisements, and be it further resolved that the Board Secretary/Business Administrator is authorized to advertise for bids and other legal advertisements.

9. Board Policies, Regulations and Job Descriptions– It is hereby moved that the Board adopts all existing Board Policies, Regulations, and Job Descriptions currently in force for the 2015-2016 school year, subject to revision, adoption, and continuous review by the Board, until the next reorganization meeting in January 2017.

10. 403 (B) Agent Authorization - It is hereby moved that the Board approve the following 403 (B) plans until the next reorganization meeting in January 2017:

AXA Equitable Life Insurance Company (formerly Equitable)  
MetLife Investors (formerly Security First Group)  
The Variable Annuity Life Insurance Company  
The Vanguard Company

11. Designation of Companies to Provide Voluntary Insurance - It is hereby moved that the Board approve the following companies to provide voluntary insurance plans to the employees of the Oradell Board of Education until the next reorganization meeting in January 2017:

Prudential  
AFLAC

12. Prescribed Mileage Reimbursement – It is hereby moved that the Oradell Board of Education approves the reimbursement rate for auto travel at \$.31 per mile to conform with the per mile rate established by the OMB Circular for the calendar year 2016.

13. Cash Management – It is hereby moved that the Oradell Board of Education authorizes the Business Administrator/Board Secretary to perform the following:

- Transfer funds among the various bank accounts of the District.
- Transfer line item accounts among the various budgetary accounts.

- Invest school funds as The Investment Officer of the Board, as permitted by statute.
- Make payment on the Bills and Claims, prior to their approval by the Board when it is deemed necessary, and then present them for approval at the next Board Meeting.

14. Temporary Qualified Purchasing Agent - It is hereby moved, upon the recommendation of the Superintendent, that the Board approve the appointment of Ms. Heather Goguen, Business Administrator/Board Secretary, as the District's Temporary Qualified Purchasing from January 1, 2016-December 31, 2016 and be approved to make purchases for the District in accordance with the provisions of statute as cited in 18A:18A-3 (establishment of bid threshold of \$29,000.00), 18A:18A-4 (quoting requirements \$4,350.00), and such other aspects of 18A:18A as may apply to the procurement of equipment, materials, or services.

## VII. OPEN TO THE PUBLIC

VIII. *A motion by Dr. Westlake, seconded by Mrs. Norian the Re-organization meeting adjourned at 7:43 PM.*

*Respectfully submitted,*



*Heather Goguen  
Business Administrator/Board Secretary*

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

**REGULAR SESSION MEETING  
January 6, 2016**

**MINUTES**

**I. *President Watson-Nichols called the meeting to order at 7:43 PM.***

**II. *The Flag Salute – waived***

**III. *The Sunshine Law Statement – waived***

**IV. *The Mission Statement - waived***

**V. ROLL CALL**

**Present:** Mr. Derian, Mrs. Norian, Mr. Oddo, Mrs. Robertson, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Dr. Westlake, Mrs. Watson-Nichols

Also present was Ms. Heather Goguen and 6 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. Information/Discussion Items

*1. Central offices flooring has been completed except for one small section by the bathroom. Some painting still needs to be done. Although it was a very tight deadline, the project was completed enough to allow staff to be at their desks working on January 4<sup>th</sup>.*

*2. Buildings & Grounds committee and Finance committee will meet during this month.*

**X. MINUTES – None at this time**

**XI. COMMITTEE REPORTS/ACTION**

- A. BI-BOROUGH/SHARED SERVICES - Dr. Westlake, Interim Chairperson
- B. BUILDINGS & GROUNDS/SAFETY – Mr. Derian, Interim Chairperson
- C. CURRICULUM - Mrs. Walker, Interim Chairperson
- D. FINANCE/TECHNOLOGY – , Interim Chairperson

***A motion by Dr. Westlake, seconded by Mr. Walsh and carried a roll call vote 9-0, the Board approved D1.***

- 1. Acceptance of Donation – It is hereby moved, upon recommendation of the Superintendent that the Board accepts, with appreciation, a donation in the amount of \$1,000 from the Oradell Kids Foundation to be used for Yoga lunchtime activities.

- E. PERSONNEL – Mrs. Robertson, Interim Chairperson

***A motion by Mrs. Robertson, seconded by Mr. Walsh and carried a roll call vote 9-0, the Board approved E1, E2, E3, E4, E5, E6, E7, E8, E9, E10, E11, E12, E13.***

- 1. Approval of Extended Leave Replacement Appointment – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the extended appointment of Meghan Manaut as Leave Replacement Teacher for Elinor Romer (Grade 4), through January 15, 2016 at \$90 per day, increasing to \$125 per day after the first 20 days of service.
- 2. Appointment of Lunch Aide for the 2015-2016 School Year – It is hereby moved, upon recommendation from the Superintendent, that the Board approves a Lunch Aide for the 2015-2016 School Year at \$5.80 per session, up to (5) sessions per day effective on or about January 14, 2016 through June 30, 2016 (pending medical requirements):

- Huma Piracha

- 3. Acceptance of Resignation – It is hereby moved upon recommendation of the Superintendent, that the Board accepts the resignation of Jessica Alstete, part-time instructional aide, effective January 15, 2016.
- 4. Acceptance of Resignation – It is hereby moved upon recommendation of the Superintendent, that the Board accepts the resignation of Marta Alstete, part-time instructional aide, effective January 6, 2016.



5. Approval of Full-Time Special Education Instructional Aides for the 2015-2016 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board retroactively approves the appointment of the following Full-Time Special Education Instructional Aide, effective January 4, 2016 at a salary of \$22,515 (to be prorated):

- Jennifer LoSchiavo

6. Approval of Presenters for Professional Development Day – It is hereby moved, upon recommendation of the Superintendent that the Board approve the following presenters for the January 18, 2016 Professional Development Day:

Course Title	Presenter	Length of Course	Cost
Differentiation in the Classroom	Ann Marie Spiegel	1.5 hours	\$100
Dyslexia Training	Ann Marie Spiegel	3 hours	\$200
Link It: Incorporating Multiple Forms of Assessment	Ryan Winter & Zach Zhao	1.5 hours	\$0

7. Approval of Stipends for Professional Development Instructors – It is hereby moved, upon recommendation of the Superintendent that the Board approve the following stipends for professional development courses to be taught on the January 18, 2016 Professional Development Day:

Course Title	Instructor	Length of Course	Compensation
Using Brain Breaks to Increase Learning	Michelle Rudolph	90 minutes	\$82.50 90 minutes of planning (\$30) 90 minutes of instruction (\$52.50)
Using Ipads with Purpose!	Corinne Lynch	90 minutes	\$82.50 90 minutes of planning (\$30) 90 minutes of instruction (\$52.50)
Understanding the Next Generation Science Standards	Denise Kuehner	90 minutes	\$82.50 90 minutes of planning (\$30) 90 minutes of instruction (\$52.50)
A Guide to Grant Writing!	Denise Kuehner	90 minutes	\$82.50 90 minutes of planning (\$30) 90 minutes of instruction (\$52.50)
Using Art in the Classroom as a way to Celebrate the Individual	Toni Boccanfuso	60 minutes (Offered 3 times)	\$145 120 minutes of planning (\$40) 180 minutes of instruction (\$105)

& Promote a Positive School Culture			
SMART Technology for the Non-classroom Teacher	Corinne Lynch	90 minutes	\$82.50 90 minutes of planning (\$30) 90 minutes of instruction (\$52.50)

8. Approval of Stipends for Professional Development Instructors – It is hereby moved, upon recommendation of the Superintendent that the Board approve the following stipends for professional development courses to be taught within the Bi-Borough Professional Learning Academy for the 2015-2016 Year:

Course Title	Instructor	Dates	Compensation
Chrome Extensions & Add-Ons – Making your Google Life Much Easier!	Sharon Cardia	11/11, 11/12, 11/19	\$75/hour x 5 hours = \$375
Multicultural Art & Art History in the Classroom	Michelle Attardi	11/10, 11/17, 12/1, 12/8, 12/15	\$75/hour x 10 hours = \$750
Everything Google	Corinne Lynch	1/7, 1/14, 1/21, 1/28, 2/4	\$75/hour x 10 hours = \$750
GAFE - Google Apps for Education – The Basics: Introduction for New GAFE Users!	Sharon Cardia	12/1, 12/2, 12/3	\$75/hour x 5 hours = \$375
How to Motivate Struggling Students	Jennifer Glaydura	11/18, 12/2, 12/9, 12,16, 12/22	\$75/hour x 10 hours = \$750
Reading & Writing Strategies for Upper Grades	Joanne Haggerty	1/6, 1/13, 1/20	\$75/hour x 5 hours = \$375
Reading Strategies for K-2	Reem Halabi	12/3, 12/10, 12/17, 1/7, 1/14	\$75/hour x 10 hours = \$750
Small Group Instruction & Centers in the Reader’s Workshop	AnnMarie Spiegel	1/7, 1/14, 1/21, 1/28, 2/4	\$75/hour x 10 hours = \$750
Strategies to Support English Learners	Monica Schnee	1/12, 1/19, 1/26	\$75/hour x 5 hours = \$375

9. Approval of Payment for Professional Development Services – It is hereby moved, upon recommendation from the Superintendent, that the Board retroactively approves payment in the amount of \$6,738.59 to Richard Lavoie for professional development services rendered for the October 12, 2015 Professional Development Day.

10. 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
Gianna Apicella	Cohort 5 classes (Leaders to Leaders)	Monroe, NJ	1/19/16, 2/29/16, 4/13/16	\$0	\$100.44 plus tolls
Greg Derian	Techspo	Atlantic City, NJ	1/28/16, 1/29/16	Registration fee: \$420 Hotel: \$99	\$84.94 plus tolls
Judy Bishopp	Foreign Language Educators of NJ Annual Conference	New Brunswick, NJ	2/27/16 (Sat.)	Registration fee: \$155 Teacher compensation: 6 Hrs. x \$30/hr. = \$180	\$44.20
John Walsh	Judge for Odyssey of the Mind Competition	Ewing, NJ	1/30/16	-0-	\$50

11. Approval of Correction to Workshops/Conferences for the 2015-2016 School Year – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the following correction to Workshops/Conferences from the December 16, 2015 agenda to the hours and cost of the following:

Attendee	Conference/Workshop	Location	Date(s)	Cost	Travel
Nicole Hendricks	Bi-Borough Workshop: Strategies for Supporting English Language Learners	River Edge, NJ	1/12 (3:30- 5:30), 1/19 and 1/26 (3:30-5:00)	Teacher Compensation \$30 x 5 hours = \$150	\$0

12. 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:

- Alexandra Sturm

13. 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:

- Alexandra Sturm

F. POLICY – Mr. Oddo, Interim Chairperson

G. PUBLIC RELATIONS– Mrs. Norian, Interim 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 Mrs. Norian and carried a roll call vote 9-0, the Board entered Closed Session at 7:50 PM for the purpose of:***

***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 Mr. Oddo, the Board exited closed session at 8:22 PM.*

**XVI. *A motion by Mrs. Walker, seconded by Mr. Oddo, the meeting adjourned at 8:22 PM.***

*Respectfully submitted,*



**Heather Goguen**

**Business Administrator/Board Secretary**