

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
July 20, 2016**

MINUTES

- I. *The meeting was called to order by President Watson-Nichols at 7:31 p.m.***
- II. *The Flag Salute was read by Mrs. Watson-Nichols.***
- III. *The Sunshine Law Statement was read by Mr. Walsh.***

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, Mr. Walsh, Dr. Westlake, Mrs. Robertson, Mrs. Watson-Nichols

Absent: Mrs. Shapiro, Mr. Oddo

Also present were Mr. Paul J. Saxton, Superintendent, Mr. Scott T. Bisig, Business Administrator/Board Secretary and approximately 15 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY – No Report

VII. BOARD PRESIDENT'S REMARKS

- Board of Education Summer Retreat dates are not confirmed at this time; please have scheduled dated posted when confirmed.

VIII. SUPERINTENDENT'S REPORT

- A. Information/Discussion Items: Mr. Saxton stated he has been in discussions with the Bi-Boro parties and the Region V school districts to establish a set of guidelines and protocols that will involve all stakeholders to build a more improved flow of information and ideas to improve the overall educational experience between all stakeholders.

IX. BUSINESS ADMINISTRATOR'S REPORT

A. Information/Discussion Items

- Approval to submit Application for Dual Use of Educational Space to the 2016-2017 school year to the Bergen County Office of Education.

X. MINUTES

A motion by Mr. Walsh, seconded by Dr. Westlake and carried a roll call vote of 6-0 (Mrs. Shapiro and Mr. Oddo were absent), (Mrs. Robertson abstained, the Board approved the following minutes:

REVIEW OF MINUTES –

- June 29, 2016 – Public Work/Business Session

APPROVAL OF MEETING MINUTES –

- May 24, 2016 – Closed Session
- June 15, 2016 – Public/Work Business Session

XI. COMMITTEE REPORTS/ACTION

A motion by Mrs. Walker, seconded by Mr. Walsh and carried a roll call vote of 7-0 (Mrs. Shapiro and Mr. Oddo were absent) the Board approved A1.

A. MISCELLANEOUS

- A1. Move to Reschedule September 2016 Board of Education Meetings Facilities – It is hereby moved, upon recommendation of the Superintendent, that the Board of Education moves to reschedule its meetings from September 7 and 21 to September 15 and 28, 2016.

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

- Dr. Westlake discussed the Bi-Borough Summer 2016 Curriculum Work Session highlights that took place between June 23 & July 18, 2016.
- The work session involved the following items: (a) Revise ESL goals, (b) Align Bi-Borough Reading Unit Assessments within ELA, (c) develop aligned rubrics for grades K-6 within the ELA, (d) revise the Library curriculum, (e) develop the science curriculum for grade 6, (f) align the math assessments for grade 6.

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

A motion by Mr. Derian, seconded by Mr. Walsh and carried a roll call vote of 7-0 (Mrs. Shapiro and Mr. Oddo were absent) the Board approved C1.

C1. 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
*OK Kids Foundation	5K Run/Walk Registration & Awards	MPR A-D	October 8, 2016 (only in the event of rain)	6:30 – 11:30 AM	-0-	-0-
*Oradell PTA	PTA Meetings	Auditorium	9/27/16, 10/6/16, 11/15/16, 1/24/17, 3/7/17, 4/25/17	7:00 – 9:00 PM	-0-	-0-
*Oradell PTA	PTA Dinner & Meeting	MPR D	5/18/17	6:30 – 9:30 PM	-0-	-0-
*Oradell PTA	PTA Committee Chair Meeting	Auditorium	9/12/16	8:30 – 10:30 AM	-0-	-0-
*Oradell PTA	Annual Book Fair	MPR D	3/27/17 – 3/31/17 3/30/17	8:30 AM – 3:30 PM Daily 6:30 – 8:00 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 of 7-0 (Mrs. Shapiro and Mr. Oddo were absent) The Board approved D1.

D1. Approval of Revised 2016-2017 School Calendar – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the revised 2016-2017 School Calendar.

E. FINANCE/TECHNOLOGY – Mr. Derian, Chairperson

A motion by Dr. Westlake, seconded by Mr. Walsh and carried a roll call vote of 7-0 (Mrs. Shapiro and Mr. Oddo were absent) the Board approved E1, E2, E3, E4, E5.

E1. Approval of Signatories for Capital One – It is hereby moved, upon the recommendation of the Superintendent, in conjunction with the Business Administrator/Board Secretary, that the Board of Education approves the following signatures for the Oradell Public Schools with Capital One:

Dorothy Watson-Nichols	Board President
Christine Robertson	Board Vice President
Angelo DeSimone	Treasurer of School Monies
Paul J. Saxton	Superintendent
Scott T. Bisig	Business Administrator/Board Secretary
Megan Bozios	Principal

E2. 403 (B) Agent Authorization – It is hereby moved that the Oradell Board of Education 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
Financial Foundations Group (Oppenheimer Funds)
NEA Retirement Specialist – Aegis Capital Group

E3. Approval to renew Linkit! Software for the 2016-2017 School Year and 2017-2018 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board approves the renewal of Linkit!; from: July 1, 2016 - June 30, 2017 at a cost of \$11,277 and from July 1, 2017 - June 30, 2018 at a cost of \$9,022. We are receiving a 20% discount in the 2017-2018 School Year.

E4. Accepts funding allocation amounts for FY 2017 IDEA Basic and Pre-School – It is hereby moved, upon the recommendation of the Superintendent, that the Oradell Board of Education acknowledges the following FY 2017 IDEA Basic and Pre-School Grant Allocation amounts:

IDEA Basic \$181,415
Non-Public Share \$27,584
Pre-School \$ 13,235
Non Public Share \$0

E5. Transfer of Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the 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.

F. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Dr. Westlake and carried a roll call vote of 7-0 (Mrs. Shapiro and Mr. Oddo were absent), (Mrs. Walker abstained from F-10). the Board approved F1, F2,F3, F4, F5, F6, F7, F8, F9, F10, F11, F12, F13.

F1. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts the resignation of Cortney Sole, Part-Time ESL Teacher that is effective July 6, 2016.

F2. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts the resignation of Kaitlyn Scudi, Part-Time Instructional Aide that is effective July 19, 2016.

F3. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts the resignation of Catherine DeLeon-Visconti, Part-Time Instructional Aide that is effective July 15, 2016.

F4. Approval of Revised Salary of Administrator for the 2016-2017 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board approves the revised salary for the following Administrator for the 2016-2017 School Year:

Name	Position	Salary
Gianna Apicella	Assistant Principal	\$105,060

F5. Approval of Long-Term Leave of Absence Replacement Teacher for the 2015-2016 School Year – It is hereby moved upon recommendation of the Superintendent, that the Board approves the appointment of Karen Heintz-Marron as a long-term leave of absence replacement teacher, Fourth Grade, MA Step 2, at an annual salary of \$53,110.00, effective September 1, 2016 through June 30, 2017.

F6. Approval to Amend the Previous Approval of Instructional Aides for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following as 24.5 hour Instructional Aides at a salary of \$15,760.50 for Lenna Kesenci

F7. Approval of Long-Term Leave of Absence Replacement Teacher for the 2016-2017 School Year- It is hereby moved, upon recommendation of the Superintendent, that the Board approved the appointment of Courtney Sweet as a long-term leave of absence replacement teacher (for Stephanie Kruczek, Grades 4 and 5), from September 1, 2016 until on or about December 13, 2016 at a per diem rate of \$90 per day (pending criminal history review).

F8. Appointment of Lunch Aide for 2016-2017 School Year- It is hereby moved, upon recommendation from the superintendent that the Board approves Christine Samuel as a Lunch Aide for the 2016-2017 school year at \$5.80 per session, up to 5 sessions per day effective on or about September 1, 2016 through June 30, 2017 (pending criminal history review).

F9. Approval of Schaefer Explorations 2016 Summer Program Stipends – It is hereby moved, upon recommendation of the Superintendent, that the Board of Education retroactively approves the following teacher for the 2016 Schaefer Explorations Summer Program Session B (July 5, 2016 – July 15, 2016) at the rate of \$414 per session:

Teacher	Number of Classes	Per Course/Total Stipend
Lisa Maiella	3	\$414/\$1242

F10. Approval of Grade Level Chair Stipends for the 2016-2017 School Year – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the Grade Level Chair Stipends for the following staff members for the 2016-2017 School Year:

Grade Level	Teacher	Stipend
Kindergarten	Debra Bendett	\$500
First Grade	Ericka Mohr	\$500
Third Grade	Kim Sheridan	\$500
Fifth Grade	Jennifer Powers	\$250
Fifth Grade	Sheri Malenda	\$250

F11. Appointment of Morning Monitors for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of the following staff members to serve as Morning Monitors at \$7.20 per session per 15 minute session:

- Debra Bendett
- Patricia Cuddy
- Michelle Rudolph
- Scott Durling
- James Butcher
- Adrianna Pesticella-Velardi

F12. Approval of Extra-Curricular Stipends for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, the Board approves the following staff members for Extra-Curricular positions in the 2016-2017 school year:

Teacher	Extra-Curricular Position	Stipend
Tracey Schaum	Family Science --- Winter Session	\$700*
Tracey Schaum	Family Math --- Winter Session	\$700*
Tracey Schaum	Family Science --- Fall Session	\$700
Tracey Schaum	Family Math--- Fall Session	\$700
Jennifer Telfer	Family Math – Winter Session*	\$700*
Jennifer Telfer	Family Math – Fall Session	\$700
Elinor Romer	Math League	\$900
Peter Kasturas	Intramurals (HoOPS)	\$650
Jennifer Powers	SHARPE Coordinator	\$225
Amy Kennedy	SHARPE Coordinator	\$225
Sheri Malenda	SHARPE Coordinator	\$225
Nicole Hendricks	SHARPE Coordinator	\$225
Roberta Kenyon	Student Government	\$900
Tracey Schaum	Safety Patrol	\$750
Kim Sheridan	Safety Patrol	\$750
Carol Richardi	Winter Evening Concert	\$150
Carol Richardi	Spring Evening Concert	\$150
James Butcher	Winter Evening Concert	\$150
James Butcher	Spring Evening Concert	\$150

*Funded by Parent Donation

F13. Approval of Workshops/Conferences for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Workshops/Conferences:

Attendee	Conference/Workshop	Location	Date(s)	Cost	Travel
Linda McLaughlin	Excel Training (Basic & Intermediate)	New Milford, NJ	7/19/16	\$0	\$0
Linda McLaughlin	Word Training (Intermediate)	New Milford, NJ	7/20/16 (a.m. only)	\$0	\$0
Linda McLaughlin	NJDOE Regional Training Session for Certification & Professional Development	Morristown, NJ	8/4/16	\$0	\$23.75 + tolls and parking
Jane Williamson	Excel Training (Basic)	New Milford, NJ	7/19/16 (a.m. only)	\$0	\$0
Jane Williamson	Excel Training (Intermediate)	New Milford, NJ	7/20/16 (p.m. only)	\$0	\$0
Lisa Green	Excel Training (intermediate)	New Milford, NJ	8/2/16 (p.m. only)	\$0	\$0
Lisa Green	Word Training (intermediate)	New Milford, NJ	8/3/16 (a.m. only)	\$0	\$0
Kevin Williamson	Northern Regional Facilities Evaluation Training	Rockaway, NJ	8/23/16	\$0	\$20.27 + \$3 tolls
Scott Bisig	The School Business Administrator & Negotiations	Robbinsville, NJ	8/9/16	\$75.00	\$50.00

G. POLICY – Mrs. Shapiro, Chairperson

A motion by Mr. Walsh, seconded by Dr. Westlake and carried a roll call vote of 7-0 (Mrs. Shapiro and Mr. Oddo were absent), the Board approved G1, G2.

G1. First reading of the following policies:

Policy #:	Description
3570	District Records and Reports
4119.22	Conduct and Dress
4211	Recruitment, Selection, and Hiring
4231, 4231.1	Staff Development: Support Staff
5114	Suspension and Expulsion

G2. Approval and Adoption of Revised Policy – It is hereby moved, upon recommendation of the Superintendent that the Board approves and adopts the following revised policy:

Policy #:	Description
5120	Assessment of Individual Needs

H. PUBLIC RELATIONS – Mrs. Norian, Chairperson - **No Report**

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

XII. OPEN TO THE PUBLIC - No Report

XIII. OLD BUSINESS

- President Watson-Nichols requested that the current and revised policies be up-dated and posted on the district site.

XIV. NEW BUSINESS

- President Watson-Nichols request a follow-up with the Oradell Police Department to discuss the morning and afternoon traffic to the school to improve the movement of vehicles transfers for drop-off and pick-up of students by district parents.

XV. CLOSED SESSION – President Watson-Nichols closed the public meeting to enter into a closed session at 8:01 PM.

WHEREAS, a matter to be considered by the Board of Education deals with personnel, 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 Mr. Derian and carried a roll call vote of 7-0 (Mrs. Shapiro and Mr. Oddo were absent) to enter into closed session at 8:01 PM.

A motion by Mr. Walsh, seconded by Mr. Derian and carried a roll call vote of 7-0 (Mrs. Shapiro and Mr. Oddo were absent) to close meeting at 8:27 PM.

XVI. A motion by Mr. Walsh, seconded by Mr. Derian and unanimously carried at 8:27 PM to adjourn the meeting.

Respectfully submitted,

Handwritten signature of Scott T. Bisig in cursive, with the initials "BA/BS" written to the right of the signature.

Scott T. Bisig

Business Administrator/Board Secretary

