

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
March 2, 2016**

MINUTES

I. *The meeting was called to order at 7:30 p.m. by President Watson-Nichols.*

II. *The Flag Salute was led by Dr. Westlake.*

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. Norian.*

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: Mrs. Norian, Mr. Oddo, Mrs. Shapiro,
Mr. Walsh, Dr. Westlake, Mrs. Watson-Nichols

Absent: Mr. Derian, Mrs. Walker, Mrs. Robertson

*Also present were Mr. Paul J. Saxton, Superintendent, Ms. Heather Goguen, Business Administrator/
Board Secretary and approximately 3 members of the public.*

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

VII. BOARD PRESIDENT'S REMARKS

- **President Watson-Nichols thanked Heather Goguen for her time as Business Administrator in Oradell.**

VIII. SUPERINTENDENT'S REPORT

A. Instructional Report

- Ms. Diminch-Kucharski presented on the Bi-Borough services.
- Mr. Saxton thanked Ms. Bozios for a fantastic job with managing Odyssey of the Mind.

IX. BUSINESS ADMINISTRATOR'S REPORT

A. Correspondence

B. Information/Discussion Items

- Ms. Goguen thanked the Board for allowing her to serve the Board this past year and stated she would miss the Board and the District.

X. MINUTES

REVIEW OF MINUTES –

- February 17, 2016 – Work/Business Session

APPROVAL OF MEETING MINUTES – *A motion by Mr. Walsh, seconded by Dr. Westlake and carried a roll call vote 5-0 (Mr. Derian, Mrs. Walker and Mrs. Robertson were absent)(Mrs. Norian abstained) the Board approved the following:*

- February 3, 2016 - Work/Business Session
- February 3, 2016 – Closed Session
- December 28, 2015 – Closed Session

XI. COMMITTEE REPORTS/ACTION

A. MISCELLANEOUS

A motion by Mrs. Norian, seconded by Dr. Westlake and carried a roll call vote 6-0 (Mr. Derian, Mrs. Walker and Mrs. Robertson were absent) the Board approved A1, A2.

1. HIB Report for February, 2016 – It is hereby moved, upon recommendation of the Superintendent, that the Board affirms the decision and findings of HIB Incident #1.22.16.2 as reported by the Superintendent to the Board of Education.
2. Board Meeting Time Change – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the time change for the next Board of Education meeting on March 16, 2016 from 7:30 p.m. to 5:00 p.m.

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

A motion by Dr. Westlake, seconded by Mrs. Norian and carried a roll call vote 6-0 (Mr. Derian, Mrs. Walker and Mrs. Robertson were absent) the Board approved B1.

1. Approval of Bi-Borough Shared Services Agreement for Supervisor of Curriculum, Instruction & Assessment Position – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the agreement between the Oradell and River Edge Boards of Education for the Office of Bi-Borough Supervisor of Curriculum, Instruction & Assessment for the 2016-2017 school year, at the cost of \$76,500 per district.

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

A motion by Mr. Oddo, seconded by Dr. Westlake and carried a roll call vote 6-0 (Mr. Derian, Mrs. Walker and Mrs. Robertson were absent) the Board approved C1.

1. Use of School Facilities – It is hereby moved 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
*PTA Book Fair Committee	PTA Book Fair	MPR D	4/4/16-4/8/16 4/7/16	8:00 AM – 3:30 PM 6:30 PM – 8:00 PM	-0-	-0-
*Parent Advisory Committee	SEPAC	IMC	4/25/16	7:00 – 8:30 PM	-0-	-0-
Oradell Jr. Basketball	Basketball Playoffs	GYM	3/14/16, 3/15/16, 3/17/16	6:00 – 9: 00 pm	-0-	\$15 per day = \$45

*facility use fee waived

D. CURRICULUM – Mrs. Walker, Chairperson

E. FINANCE/TECHNOLOGY – Mr. Derian, Chairperson

A motion by Dr. Westlake, seconded by Mr. Walsh and carried a roll call vote 6-0 (Mr. Derian, Mrs. Walker and Mrs. Robertson were absent) the Board approved E1, E2, E3, E4, E5, E6.

1. Approval to Accept Donation from Target – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with deep appreciation the Take Charge of Education donation from Target in the amount of \$175.87 to be used for the purchase of materials to provide sensory experiences for children in the classroom.

2. Monthly Certifications –It is hereby moved that the Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end January 2016, 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.

3. Payment of Invoices – It is hereby moved that the invoices for the month of January 2016 be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 1,142,488.35
Fund 12 (<i>Capital Outlay</i>)	\$ 10,510.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 28,186.96
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>)	\$ 12,960.00
Fund 63 (<i>Summer School</i>)	\$ 0.00
Fund 64 (<i>Milk</i>)	\$ 833.27
Unemployment	\$ 0.00
Total	\$ 1,184,468.58

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. Appointment of Lessor for Lease Purchase Agreement for Energy Savings Plan – It is hereby moved, upon the recommendation of the Superintendent, that the following is approved:

RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF ORADELL IN THE COUNTY OF BERGEN, NEW JERSEY APPOINTING A LESSOR RELATING TO A LEASE PURCHASE AGREEMENT FOR THE ENERGY SAVINGS PLAN, APPROVING THE FORM OF CERTAIN AGREEMENTS, AUTHORIZING THE PRESIDENT AND THE SCHOOL BUSINESS ADMINISTRATOR/ BOARD SECRETARY TO EXECUTE CERTAIN AGREEMENTS ON ITS BEHALF INCLUDING A LEASE PURCHASE AGREEMENT AND AN ESCROW AGREEMENT IN AN AMOUNT NOT TO EXCEED \$2,400,000 AND DETERMINING RELATED MATTERS IN CONNECTION THEREWITH

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, the ESP, as verified, has been submitted to and approved by the New Jersey Board of Public Utilities ("BPU"); and

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

WHEREAS, the Board has solicited bids for the Lease Purchase Financing; and

WHEREAS, the Board, on February 18, 2016 has received and opened such bids and has determined that the bid of TD Equipment Finance, Inc., its affiliate or designee ("TD") is the lowest bid; and

WHEREAS, the Board seeks to award the bid to TD and will execute a lease purchase agreement (the "Lease") on the date of closing with TD in its capacity as lessor; and

WHEREAS, the Board desires to set forth the basic financial terms to be incorporated into the Lease and authorize the preparation, the execution and the delivery of the Lease and certain other agreements necessary or incidental to the transactions contemplated thereby; and

WHEREAS, any terms capitalized herein and not defined shall have the meanings ascribed to them in the Lease.

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 to finance the ESP and other related costs specified in Section 4 hereof and hereby awards the financing to TD Equipment Finance, Inc., its affiliate or designee ("TD"). The interest rate per annum, the principal maturities and the other terms of the financing shall be as described in the Lease and shall be consistent with the bid submitted by such entity on February 18, 2016 (the "Bid"). In accordance with the Bid the interest rate shall be 2.4589% or as indexed in the Bid.

SECTION 2. The Board hereby authorizes (i) the execution and the delivery of the Lease and other related documents, including an Escrow Agreement, and (ii) the performance by the Board of its obligations under the Lease and the Escrow Agreement, both to be dated the date of closing. The Board further authorizes and directs the Board President (or in every instance where the Board President is authorized to execute a document under this Resolution the same such authority shall also be given to the Vice President), and the School Business Administrator/ Board Secretary to approve any non-material changes, additions or

deletions to the Lease and the Escrow Agreement as may be necessary in the judgment of the Board's Bond Counsel. The Lease sets forth, among other things, the lease payments of the Board and their respective amounts. In all respects, the Lease shall be consistent with the terms of this Resolution.

SECTION 3. In exchange for its authorization and execution of the Lease, the Board will receive an amount not to exceed \$2,400,000, which will be used to finance the acquisition and installation of the ESP and other permitted related costs. Lease payments under the Lease may occur on one or more dates, provided that the final lease payment shall not extend beyond December 31, 2036.

SECTION 4. The Board President and the School Business Administrator/ Board Secretary are hereby authorized and directed to execute and to deliver on behalf of the Board each of the agreements referred to in Section 2 of this Resolution and such other agreements and certificates as may be necessary to complete the transaction contemplated by the Lease and the Board President and School Business Administrator/ Board Secretary are hereby authorized and directed to take, on behalf of the Board, such other actions as shall be necessary and appropriate to accomplish the lease purchase financing of the ESP in accordance with the terms of the Lease and this Resolution and pursuant to the terms of the agreements and the instruments authorized to be prepared hereby and to accomplish the performance of the obligations of the Board in respect thereof.

SECTION 5. The Board hereby covenants that it will comply with any conditions subsequently imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Lease, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease.

SECTION 6. This Resolution shall take effect immediately upon its adoption.

6. Acceptance of Oradell Kids Foundation Mini-Grants Monies for the 2015-2016 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board accepts with deep appreciation, mini-grant award monies from the Oradell Kids Foundation in support of the following programs:

Grade	Grant	Amount
Pre-K	Simple Machines/Novo Scooters	\$770
Kindergarten	Health Barn USA	\$800
1	Balance in Motion Chinese Acrobats	\$790
2	Liberty Science Center Circus Program	\$765
3	Ellis Island Program at Ramapo College	\$976
4	High Touch/High Tech	\$840
5	Strategy Games/Puzzles	\$800

F. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Shapiro, seconded by Dr. Westlake and carried a roll call vote 6-0 (Mr. Derian, Mrs. Walker and Mrs. Robertson were absent) the Board approved F1, F2, F3, F4, F5, F6, F7, F8, F9, F10.

1. 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 Victoria Crocitto as a long-term leave replacement teacher (for Jennifer Amoroso, Grade 2) from on or about March 15, 2016 to June 22, 2016 (inclusive of 5 transition days).
2. Approval of the Schaefer Explorations Program for Summer 2016 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the

implementation of the 2016 Schaefer Explorations Program with the pending dates of June 22, 2016 to July 15, 2016, on a tuition basis only, at no cost to the Board.

3. Approval of Stipend for Assistant Director of Schaefer Explorations 2016 Summer Program – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve a stipend in the amount of \$4,500 to Lesly Maklin, Assistant Director of Schaefer Explorations 2016 Program.

4. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board retroactively accepts the resignation of Colleen Kalan, Part-Time Instructional Aide, effective on or about February 26, 2016.

5. 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:
 - Simmi Yoon (pending criminal history review and medical requirements)

6. 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 following 24.5 Hour Special Education Instructional Aide at a salary of \$11,257.50:
 - Casandra Jiminez-Van Poznak

7. 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:
 - Simmi Yoon (pending criminal history review and medical requirements)
 - Casandra Jiminez-Van Poznak
 - Nicole Onorato (pending criminal history review)
 - Irene Lipovetsky

8. 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:
 - Nicole Onorato (pending criminal history review)
 - Irene Lipovetsky

9. RESOLVED, the Board of Education upon recommendation of the Superintendent approves the scheduling of the 6th grade dance at the off-site location of Powerhouse Studios and Entertainment in Paramus, NJ on June 10, 2016 from 7:00 p.m. to 10:00 p.m. This dance is a parent activity.

10. Approval of Workshops/Conferences for the 2015-2016 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
Brian Mistretta	District Test Coordinator Training - NJASK	Saddle Brook, NJ	3/22/16	\$0	\$0
Denise Kuehner	STEM Activities for Elementary Teachers	Rochelle Park, NJ	3/16/16	\$10 (registration) \$25 (NJSTA fee)	\$0
Megan Bozios	Three Things Administrators Can Do Today to Get More Out of Their Teachers Tomorrow	Monroe, NJ	3/21/16	\$149	\$0

G. POLICY – Mrs. Shapiro, Chairperson

1. First reading of the following policies:

Policy #:	Description
1252	Civility (new policy)
2224	Nondiscrimination/Affirmative Action (revision of policy)
4111.1/4111.2	Nondiscrimination/Affirmative Action (revision of policy)
4119.24	Staff Members' Use of Cellular Telephones (new policy)
6121	Nondiscrimination/Affirmative Action (revision of policy)
6145.1/6145.2	Intramural Competition; Interscholastic Competition (new policy)

H. PUBLIC RELATIONS – Mrs. Norian, Chairperson

- Mrs. Norian thanked Odyssey of the Mind for the exciting event for the community.

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

XII. OPEN TO THE PUBLIC

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. CLOSED SESSION – *A motion by Mr. Walsh, seconded by Mrs. Norian and carried a roll call vote 6-0, (Mr. Derian, Mrs. Walker and Mrs. Robertson were absent) the Board entered Closed Session at 8:12 p.m. for the purpose of:*

Personnel – relating to a leave of absence request.

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,

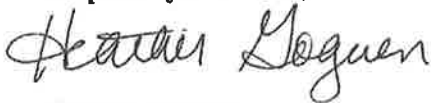
NOW, THEREFORE, BE IT RESOLVED, that this matter be considered in a meeting closed to the public; and

BE IT FURTHER RESOLVED, that the Minutes of this meeting be sealed until the matter is resolved.

A motion by Mrs. Norian, seconded by Mr. Oddo the Board exited Closed Session at 8:25 p.m.

XVI. *A motion by Mrs. Norian, seconded by Mr. Oddo, the meeting was adjourned at 8:25 p.m.*

Respectfully submitted,



**Heather Goguen
Business Administrator/Board Secretary**

