

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

**PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library/Media Center
March 23, 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 Mr. Oddo.*

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: Mr. Derian, Mrs. Norian, Mr. Oddo, Mrs. Shapiro,
Mrs. Walker, Mr. Walsh, Mrs. Robertson, Mrs. Watson-Nichols

Absent: Dr. Westlake

Also present were Mr. Paul J. Saxton, Superintendent, Mr. David L. Rinderknecht, Business Administrator/Board Secretary and approximately 8 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY - None

VII. BOARD PRESIDENT'S REMARKS

- Mrs. Nichols noted that Mrs. Walker is being honored by the New Jersey School Board Association on May 5, 2016.

VIII. SUPERINTENDENT'S REPORT

A. Instructional Report

- Mr. Saxton introduced Julia Diminich and Brian Mistretta. They presented an overview of the 2016 PARCC exam process, including an explanation of the testing process, procedures and responsibilities. They identified what is new in the process, what the testing schedule is as well as materials used to prepare teachers for administering the test. A question and answer period followed.

IX. BUSINESS ADMINISTRATOR'S REPORT –

A. Correspondence

B. Information/Discussion Items

- Mr. Rinderknecht reported that the proposed 16-17 budget was submitted for County review yesterday, March 22, 2016.

X. MINUTES

REVIEW OF MINUTES –

- March 2, 2016 – Work/Business Session

APPROVAL OF MEETING MINUTES –

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

- February 17, 2016 - Work/Business Session

A motion by Mr. Walsh, seconded by Mrs. Shapiro, to approve the following resolution:

WHEREAS, a matter to be considered by the Board of Education deals with personnel, negotiations, student matters 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 at this time 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 and unanimously approved, that the Board exit closed session at 8:35 pm and resumed the public meeting.

XI. COMMITTEE REPORTS/ACTION

A. MISCELLANEOUS

A motion by Mr. Derian, seconded by Mr. Walsh and carried a roll call vote 8-0 (Dr. Westlake was absent) the Board approved A1, A2.

A1. HIB Report for March 2016 – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts HIB report #3.02.16.3 as reported by the Superintendent to the Board of Education.

A2. HIB Report for March 2016 – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts HIB report #3.11.16.4 as reported by the Superintendent to the Board of Education.

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

- In absence of Dr. Westlake, Mrs. Norian stated that the Shared Services report was covered in the instructional report previously presented.

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

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

C1. 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
*Oradell PTA	Crossing Guard Breakfast	MPR D	6/3/16	7:30 – 11:00 AM	-0-	-0-

*facility use fee waived

D. CURRICULUM – Mrs. Walker, Chairperson

A motion by Mrs. Walker, seconded by Mr. Walsh and carried a roll call vote 8-0 (Dr. Westlake was absent) the Board approved D1, D2.

D1. Approval of the Affirmative Action/Comprehensive Equity Plan Statement of Assurance – It is hereby moved, upon recommendation of the Superintendent, that the Board authorizes the submission of the proposed Affirmative Action/Comprehensive Equity Plan for the school years 2016-2017 through 2018-2019 to the Bergen County Office of Education on or before April 1, 2016.

D2. Approval of Field Trip:

Destination	Grade(s)	Dates	Cost to District	Cost to Parents
Odyssey of the Mind State Final, Ewing High School, Ewing Township, NJ	5 & 6	April 2016	\$900 Transportation of OPS Students & Prop Transport \$150 Overnight/Weekend Stipend \$120 Registration Fee (2 teams @ \$60/team)	\$0

E. FINANCE/TECHNOLOGY – Mr. Derian, Chairperson

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

E1. Acceptance of Oradell PTA Mini-Grant Award Money 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 money from the Oradell Parent Teacher Association of \$1,000 to be used for Yoga lunchtime activities.

E2. 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
94	20 hours ABA home parent hours @ \$40.00/hour to be provided by Valley Program during the 2015-2016 school year, expiring June 30, 2016	\$800

E3. Approval of Professional Services – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve LAN Associates for Professional Services for the following:

WHEREAS, there exists a need for an overall review of the existing Oradell Public School building including exterior, building interior, structural, mechanical, electrical, sprinklers, ADA issues and roofing systems to determine if they are adequate to support the existing programs; and

WHEREAS, LAN Associates has been approved as the Architect of Record for the Oradell Board of Education, and

WHEREAS, LAN has submitted a proposal dated March 9, 2016 to perform a Physical Condition Survey along with a preliminary cost estimate in the total amount of \$8,500,

NOW THEREFORE BE IT RESOLVED, that a contract be awarded to LAN Associates to perform a Physical Condition Survey with a preliminary cost estimate as per proposal reference # 2.20120.0-#7106 in the total amount of \$8,500.

E4. Approval of Employee Travel and Related Expenses – It is hereby moved, upon the recommendation of the Superintendent, that the Board approves the following resolution regarding Employee Travel and Related Expenses:

Whereas, N.J.A.C. 6A: 23A-7.3 regarding travel reimbursement and related expenses requires that the Board of Education shall establish in the 2015-2016 school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement and

Whereas. the Board of Education established a travel budget of \$10,271 as an amount not to be exceeded; and

Whereas, the Board of Education has incurred travel and related expenses as of March 18, 2016 in the amount of \$5,839 for the 2015-2016 school year, and

Whereas, N.J.A.C. 6A: 23A-7.3 regarding travel reimbursement and related expenses requires that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2016-2017 school year.

Now, therefore be it resolved, that the Oradell Board of Education hereby establishes the school district travel maximum for the 2016-2017 Tentative Budget in the sum of \$9,550 and

Be it further resolved, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

F. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Mr. Walsh and carried a roll call vote 8-0 (Dr. Westlake was absent) the Board approved F1, F2, F3, F4, F5, F6.

F1. Approval of Weekend Stipend – It is hereby moved, upon recommendation of the Superintendent, that that the Board approves the \$150 weekend “field trip” stipend for Traci Schaum for attendance at the NJ Liberty Odyssey of the Mind Regional Tournament on Saturday, February 27, 2016.

F2. Approval of Stipend for Evening Parent Academy Instructors – It is hereby moved, upon recommendation of the Superintendent, that the Board approve the following stipends for staff members to facilitate a Parent Academy on Monday, March 21, 2016:

Course Title	Instructor	Length of Course	Compensation
Kindergarten Activities to Do at Home to Support	Michelle Rudolph	90 minutes	\$82.50 90 minutes of planning (\$30)

Your Child's Math and Language Arts Development			90 minutes of instruction (\$52.50)
First-Grade Activities to Do at Home to Support Your Child's Math and Language Arts Development	Hellen Kapp	90 minutes	\$82.50 90 minutes of planning (\$30) 90 minutes of instruction (\$52.50)
Second-Grade Activities to Do at Home to Support Your Child's Math and Language Arts Development	Jennifer Telfer	90 minutes	\$82.50 90 minutes of planning (\$30) 90 minutes of instruction (\$52.50)

F3. Approval of Brian Mistretta as Affirmative Action Officer for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of Brian Mistretta, Director of Special Services, to the position of Affirmative Action Officer for the 2016-2017 school year.

F4. Approval of Field Study for the 2015-2016 School Year - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Field Study placement:

Student Name	School	Dates	Cooperating Teachers
Alexandria Pallotta	Marist College	March 21-24, 2016 (20 hours total)	Michelle Rudolph, Diane Malwitz

F5. 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 an amended salary of \$15,760.50:

- Casandra Jiminez-Van Poznak

F6. 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
John Walsh	Odyssey of the Mind State Finals Judge	Ewing, NJ	4/9/16	-0-	\$50
Reischell Castillo	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Reischell Castillo	Google Advanced*	Oradell, NJ	5/9, 5/16 & 5/23	\$30 x 5 hours = \$150	\$0
Eileen Choka	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Jennifer Falkoff	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Jennifer Falkoff	Google Advanced*	Oradell, NJ	5/9, 5/16 & 5/23	\$30 x 5 hours = \$150	\$0
Heather Goggins	Let's P.L.A.Y. with Padlet*	River Edge, NJ	3/21, 3/23 & 3/28	\$30 x 5 hours = \$150	\$0

Nicole Hendricks	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Nicole Hendricks	Google Advanced*	Oradell, NJ	5/9, 5/16 & 5/23	\$30 x 5 hours = \$150	\$0
Blair Hughes	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Sheri Malenda	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Sheri Malenda	Google Advanced*	Oradell, NJ	5/9, 5/16 & 5/23	\$30 x 5 hours = \$150	\$0
Diane Malwitz	Google Advanced*	Oradell, NJ	5/9, 5/16 & 5/23	\$30 x 5 hours = \$150	\$0
Jennifer Powers	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Gina Stross	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Gina Stross	Google Advanced*	Oradell, NJ	5/9, 5/16 & 5/23	\$30 x 5 hours = \$150	\$0
Jennifer Tashjian	Google Basics*	Oradell, NJ	4/6, 4/20 & 4/27	\$30 x 5 hours = \$150	\$0
Heather Goggins	A Closer Look at the Year's Best Books for Children Grades PreK-6	Whippany, NJ	5/20/16	Registration Fee: \$199	\$16.74

**Part of Bi-Borough PLAY Academy*

G. POLICY – Mrs. Shapiro, Chairperson

A motion by Mrs. Shapiro, seconded by Mr. Walsh and carried a roll call vote 8-0 (Dr. Westlake was absent) the Board approved G2, G3. (G1 was withdrawn.)

G1. First reading of the following policies:

Policy #:	Description
1330	Use of School Facilities
3220, 3230	State Funds, Federal Funds
3326	Payment for Goods and Services
3515	Smoking Prohibition
3541.1	Transportation Routes and Services
4111.1	Staff Members' Use of Cellular Telephones
4112.2	Certification
4112.8	Nepotism
4121	Substitute Teachers
4123	Classroom Aides
4222	Noninstructional Aides
5131.6	Substance Abuse
5145.4	Equal Educational Opportunity
5145.5	Photographs of Pupils
6010	Goals and Objectives
6114	Emergencies and Disaster Preparedness
6162.5	Research and Surveys

G2. First reading of the following regulation:

Regulation #:	Description
4119.22	Dress Code

G3. Motion to repeal the following policies:

Policy #:	Description	Reason for Repeal
3100.10	Special Education Medicaid Initiative (SEMI) Program	Redundant, covered in Policy 3220/3230
3326.1	Payment of Claims	Redundant, covered in Policy 3326

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

XIV. NEW BUSINESS

XV. CLOSED SESSION – Moved by Mr. Walsh and seconded by Mrs. Walker and unanimously carried to approve the following resolution:

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.

(Mrs. Watson-Nichols announced that no action would be taken after the closed meeting.)

XVI. A motion by Mrs. Norian, seconded by Mrs. Walker and unanimously approved that the meeting be adjourned at 8:56 pm.

Respectfully submitted,


David L. Rinderknecht
Interim Business Administrator/Board Secretary