

ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Library
May 10, 2016

MINUTES

- I. *The meeting was called to order by President Watson-Nichols at 6:15 p.m.*
- II. *The Flag Salute was read by Mr. Derian.*
- III. *The Sunshine Law Statement was read by Mrs. 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. Walker.*

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 (arrived 6:18 p.m.), Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Dr. Westlake, Mrs. Robertson (arrived 6:18 p.m.), Mrs. Watson-Nichols

Absent: Mr. Oddo, Mr. Walsh

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

VII. XV. **CLOSED SESSION**

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

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.

(At 6:17 p.m. the meeting was recessed to go into Closed Session)

At 7:30 p.m. a motion by Mrs. Robertson, seconded by Mrs. Walker and carried on a roll call vote of 6-0 (Mr. Oddo, Mr. Walsh and Dr. Westlake-left meeting upon conclusion of closed session-were absent) the Board approved continuing the public meeting.

VIII. BOARD PRESIDENT'S REMARKS-None

IX. SUPERINTENDENT'S REPORT

A. Information/Discussion Items-None

IX. BUSINESS ADMINISTRATOR'S REPORT

A. Information/Discussion Items-None

X. MINUTES

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

REVIEW OF MINUTES –

- April 6, 2016 – Public Work/Business Session Meeting
- April 13, 2016 – Public Work/Business Session Meeting
- April 13, 2016 – Closed Session
- April 20, 2016 – Public Work/Business Session Meeting
- April 26, 2016 – Closed Session
- April 27, 2016 – Public Budget Hearing Meeting

APPROVAL OF MEETING MINUTES –

- March 16, 2016 – Public Work/Business Session Meeting
- March 23, 2016 – Public Work/Business Session Meeting
- March 23, 2016 – Closed Session

XI. COMMITTEE REPORTS/ACTION

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

A. MISCELLANEOUS

- A1. HIB Report for April 2016 – It is hereby moved, upon recommendation of the Superintendent, that the Board affirms the decision and findings of HIB Incident #4.7.16.5 as reported by the Superintendent to the Board of Education.

A2. Move to Confirm: Teacher Appreciation Week

Proclamation declaring May 2-6, 2016 as Teacher Appreciation Week at Oradell Public School:

WHEREAS, teachers are our nation’s heroes who motivate and inspire young minds and enable students to achieve extraordinary things; and

WHEREAS, teachers keep American democracy alive by laying the foundation for good citizenship and mold future citizens through guidance and education; and

WHEREAS, teachers fill many roles, as listeners, explorers, role models, motivators, and mentors, and open students’ minds to ideas, knowledge, and dreams; and

WHEREAS, teachers continue to influence us long after our school days are over; and

WHEREAS, New Jersey and in particular Oradell boast some of the best teachers in the country who care about each student’s education and upbringing, teaching them skills that will help them make our communities better; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students, and performing community service;

NOW, THEREFORE, BE IT RESOLVED that the Oradell Board of Education proclaims **May 2-6, 2016, to be TEACHER APPRECIATION WEEK**; and

BE IT FURTHER RESOLVED that the Oradell Board of Education recognizes and commends all of Oradell’s teachers and educators with appreciation for their contributions to the lives of our students; and

BE IT FURTHER RESOLVED that the Oradell Board of Education strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

B. BI-BOROUGH/SHARED SERVICES – Dr. Westlake, Chairperson-**No Report**

C. BUILDINGS & GROUNDS/SAFETY – Mr. Derian in absence of Mr. Oddo, Chairperson

A motion by Mr. Derian, seconded by Mrs. Norian and carried a roll call vote 6-0 (Mr. Oddo, Mr. Walsh and Dr. Westlake 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
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*Girl Scouts Troop #1518	Bullying & Friendship Event	MPR D	6/15/16	2:30 – 4:30 PM	-0-	-0-
Borough of Oradell	Summer Camp	GYM and Outside	6/27/16-8/5/16	9:00 AM-3:00 PM	-0-	\$435
Tekeyah Cultural Organization	Theatrical Presentation	Auditorium	6/4/16 6/5/16	2:00 - 11:00 PM 2:00 – 11:00 PM	\$1276.10 (Approx.)	\$3000 (Approx.)

*facility use fee waived

D. CURRICULUM – Mrs. Walker, Chairperson - No Report

E. FINANCE/TECHNOLOGY – Mr. Derian, Chairperson

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

E1. Monthly Certifications –The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end March 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.

E2. Payment of Invoices – It is hereby moved that the invoices for the month of March 2016 be retroactively approved as follows:

Fund 10 (<i>General Current Expense</i>)	\$ 990,346.19
Fund 12 (<i>Capital Outlay</i>)	\$ 0.00
Fund 20 (<i>Special Revenue Fund</i>)	\$ 37,854.41
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>)	\$ 10,585.00
Fund 63 (<i>Summer School</i>)	\$ 0.00
Fund 64 (<i>Milk</i>)	\$ <u>889.75</u>
Total	\$ 1,039,675.35

E3. 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.

E4. Acceptance of Oradell Public School PTA Donation – It is hereby moved, upon the recommendation of the Superintendent that the Board accepts with deep appreciation, grant award money from the Oradell Public School PTA in support of the following program:

Grade	Grant	Amount
3	Liberty Science Center	\$40.00

E5. Approval of Shared Services Agreement with Bergen County Technical Schools – It is hereby moved, upon the recommendation of the Superintendent, that the Board approves the Shared Services Agreement with Bergen County Technical Schools for Site Technician Services and Technology Support in the total amount of \$80,375 for the 2016-2017 school year as per agreement dated July 1, 2016.

E6. 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
92	High Focus Center, Paramus	\$425 per day
104	Northern Valley Regional High School (NVRHS) [starting 5/11/16]	\$11,956.46

At 7:41 p.m. the meeting was recessed to continue the closed session.

At 7:44 p.m. a motion by Mr. Derian, seconded by Mrs. Walker and carried on a roll call vote of 6-0 (Mr. Oddo, Mr. Walsh and Dr. Westlake-left meeting upon conclusion of first closed session-were absent) the Board approved continuing the public meeting.

F. PERSONNEL - Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Mrs. Shapiro and carried a roll call vote 6-0 (Mr. Oddo, Mr. Walsh and Dr. Westlake were absent) the Board approved F1, F2, F3, F4, F5, F7, F8, F9, F10, F11, F12, F13 and on a roll call vote of 5-0 (Mrs. Robertson abstained) the Board approved F6 and on a roll call vote of 4-0 (Mr. Derian and Mrs. Robertson voted no) the Board approved F14.

F1. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts, with regret, the resignation of Shannon Carretta, Part-Time Instructional Aide, effective on May 13, 2016.

F2. Reappointment of Non-Tenured Teachers/Staff for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent that the Board accepts and approves the following re-appointment of Non-Tenured Teachers/Staff for the 2016-2017 school year:

Name	Year(s) in District
Heather Goggins	.8
Sheryl Eaton	1
Kaitlin Guinan	1
Cortney Sole	1
Gina Stross	1
Jennifer Adona	2
Danielle DeLucia	2
Jennifer Telfer	2
Blair Hughes	3
Hellen Kapp	3
Stephanie Kruczek	3

Denise Kuehner	3
Nora Rose*	4 (tenure status 10/2/16)

F3. Reappointment of Non-Tenured Administrators for the 2016-2017 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board re-appoints the following Administrators for the 2016-2017 School Year:

Name	Position	Years in Position
Gianna Apicella	Assistant Principal	.8
Michael Hagopian	Acting Supervisor of Instruction	1
Brian Mistretta	Director of Special Services	2

F4. Reappointment of Non-Tenured Main Office Secretary for the 2016-2017 School Year – It is hereby moved, upon the recommendation of the Superintendent, that the Board re-appoints the following Non-Tenured Main Office Secretary for the 2016-2017 School Year:

Name	Position	Years in Position
Amy Skroce	Main Office Secretary	.9

F5. Reappointment of Bi-Borough Supervisor of Curriculum, Instruction, & Assessment for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the reappointment of Julia Diminich-Kucharski as Bi-Borough Supervisor of Curriculum, Instruction, & Assessment for the 2016-2017 school year (salary to be divided equally with River Edge Board of Education).

F6. Approval of 2016 Summer Custodians – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following 2016 summer custodians at an hourly rate of \$10.00 for up to 30 hours per week, from July 1, 2016 to August 31, 2016:

- Christopher Gordon
- Will Gooler
- Dante DeSimone
- Patrick Robertson (pending criminal history review and medical requirements)

F7. Approval of Leave of Absence – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the Childbirth Disability Leave of Absence for Jillian Cristofol, as per letter of request dated April 25, 2016, to commence on or about September 1, 2016 using 11 accrued sick days. In accordance with the New Jersey Family Leave Act (NJFLA) as provided under Chapter 261, NJ P.L. 1989., unpaid Family Leave, with health benefits, is approved to commence on Sept. 19, 2016 for a period of 12 weeks (concurrent with FMLA to the extent permitted by law), with an expected return date on or about December 9, 2016.

F8. Approval of Leave of Absence – It is hereby moved, upon recommendation from the Superintendent, that the Board approves the Childbirth Disability Leave of Absence for Stephanie Kruczek, as per letter of request dated April 26, 2016, to commence on or about September 1, 2016 using 11 accrued sick days. In accordance with the New Jersey Family Leave Act (NJFLA) as provided under Chapter 261, NJ P.L. 1989., unpaid Family Leave, with health benefits, is approved to commence on Sept. 19, 2016 for a period of 12 weeks (concurrent with FMLA to the extent permitted by law), with an expected return date on or about December 9, 2016.

F9. 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:

- Janice Viscardi (pending criminal history review and medical requirements)

F10. 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:

- Janice Viscardi (pending criminal history review and medical requirements)

F11. Approve corrected salary for Nicole Carroll Hendricks – It is hereby moved, upon the recommendation of the Superintendent, that the Board approves the salary amendment for Nicole Carroll Hendricks as follows:

<u>YEAR</u>	<u>STEP</u>	<u>SALARY</u>
12-13	BA-7	\$51,420
13-14	BA-8	\$52,505
14-15	BA-9	\$53,640
15-16	BA-10	\$54,940

This results in back pay in the total amount of \$3,755.

F12. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts, with regret, the resignation of Dolores Delia, Lunch Aide, effective on June 30, 2016.

F13. 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
Gianna Apicella	HIB Specialist Certificate Program	Monroe Township, NJ	8/29/16, 8/31/16	Registration fee: \$300	\$66.96 + tolls
Gianna Apicella	Ethics & Practice for ABA	webinar	5/11/16(a.m.)	Registration fee: \$135	\$0
Gianna Apicella	Loss & Grief for Students with Autism	webinar	5/18/16 (a.m. only)	Registration fee: \$80	\$0
David L. Rinderknecht	NJASBO Annual Conference	Atlantic City, NJ	June 8-10, 2016	Hotel \$194 Parking \$5 Meals \$16	\$85 + tolls
Lisa Green	NJASBO Administrative Assistants Program	Rockaway, NJ	5/12/16	Registration fee: \$50	\$21.08 + tolls
Kevin Williamson	Indoor Air Quality Training Course	Mahwah, NJ	5/27/16	\$0	\$0
Kevin Williamson	OSHA Job Hazard Analysis & Risk Assessments	Parsippany, NJ	8/4/16	\$226	\$20.83

F14. Modify the 15-16 work calendar for custodians, secretaries and administrators to designate May 26 and 27, 2016 as non-work days.

G. POLICY – Mrs. Shapiro, Chairperson

A motion by Mrs. Shapiro, seconded by Mrs. Norian and carried a roll call vote 6-0 (Mr. Oddo, Mr. Walsh and Dr. Westlake were absent) the Board approved G1, G2.

G1. First reading of the following policies:

Policy #:	Description
4111.1	Staff Members' Use of Cellular Telephones
6142.10	Technology Acceptable Use
6164.1	Intervention & Referral Services for General Education Students
6171.4	Special Education
6173	Home Instruction

G2. Approval and Adoption of Second Reading of Policies – It is hereby moved, upon recommendation of the Superintendent that the Board approves and adopts the second reading of the following policies:

Policy #:	Description
4111	Recruitment, Selection & Hiring
4113/4114	Assignment and Transfer
4231/4231.1	Staff Development
5131	Conduct and Discipline
5131.1	Harassment, Intimidation & Bullying
6141	Curriculum Design and Development
6142.2	Bilingual/English as a Second Language
6142.4	Physical Education and Health
6160	Instructional Materials and Resources
6164.2	Guidance Services
6164.4	Child Study Team
6171.1	Remedial Instruction
6171.2	Gifted and Talented
7110	Long-Range Facilities Planning

H. PUBLIC RELATIONS – Mrs. Norian, Chairperson

I. NJSBA/BCSBA DELEGATE REPORT – Mr. Walsh, Delegate – *Mrs. Norian was unable to attend the last meeting on May 14, 2016 in Mr. Walsh's place.*

XII. OPEN TO THE PUBLIC - None

XIII. OLD BUSINESS -

XIV. NEW BUSINESS –

XVI. *A motion by Mrs. Robertson, seconded by Mrs. Walker unanimously carried at 7:50 p.m. to adjourn the meeting.*

Respectfully submitted,



David L. Rinderknecht

Business Administrator/Board Secretary

