

**ORADELL BOARD OF EDUCATION**

**ORADELL, NEW JERSEY 07649**

**REORGANIZATION & PUBLIC WORK/BUSINESS SESSION MEETING**

**Oradell Public School Auditorium**

**January 7, 2019**

**Minutes**

- I. *Due to lack of quorum, Mrs. Schoening swore in Mrs. Norian. Upon swearing in Board Member, Katherine Norian, the Meeting was called to order by Mrs. Schoening at 7:50 p.m.***
- II. *The Flag Salute was led by Mrs. Schoening.***
- III. *The Sunshine Law Statement was read by Mrs. Schoening.***

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 Mrs. Schoening.***

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

**REORGANIZATION SESSION:**

- V. *OPEN TO THE PUBLIC- REORGANIZATION SESSION ITEMS 7-14 ONLY- None***
- VI. *BOARD SECRETARY'S REPORT ON ELECTION RESULTS***

***Mrs. Schoening served as President Pro-Tem until the new Board Members are sworn in and the Board elects a new President.***

**Election Results** - It is hereby moved that the Board acknowledge the election results from November 6, 2018 as reported herein by the Business Administrator/Board Secretary.

**Annual School Election Results  
Tuesday, November 6, 2018**

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

Candidate	District 1	District 2	District 3	District 4	District 5	District 6	Mail in Ballots	Provisional	Total
<b>Gregory Derian</b>	156	92	106	132	159	194	115	6	960
<b>Robin Roland-Levy</b>	124	125	124	152	186	148	201	2	1062
<b>Katherine Norian</b>	184	126	146	150	189	244	182	3	1224

1. Mrs. Schoening administered the Oath based on these results to the following newly elected Board Members:

Gregory Derian	3-year term
Robin Levy	3-year term
Katherine Norian	3-year term

2. Roll Call – Mr. Derian, Mr. Griffin, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mrs. Watson- Nichols

Absent- Mr. Walsh, Dr. Westlake

Also In Attendance: John C. Anzul, Ed. D. Superintendent

Mrs. Nicole C. Schoening, CPA, SFO  
Business Administrator/Board Secretary

3. Oradell Board of Education Trustees and Expiration of Terms of Office:

<u>Trustee</u>	<u>Expiration of Term</u>
Gregory Derian	2021
Robin Roland-Levy	2021
Katherine Norian	2021
Jeremy Griffin	2020
Nancy Shapiro	2020
Rita Walker	2020
John Walsh	2019

4. Mrs. Schoening asked for nominations for the election of the President of the Board. Mr. Derian nominated Dorothy Watson-Nichols, seconded by Mrs. Walker. There were no other nominations. Roll call vote of 6 ayes and 1 abstention (Mr. Walsh and Dr. Westlake were absent), electing Dorothy Watson-Nichols as President.

Roll Call – Mr. Griffin, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Derian, Mrs. Watson-Nichols (Mr. Walsh and Dr. Westlake were absent)

Mrs. Schoening relinquishes the chair to the newly elected president.

5. President Watson Nichols asked for nominations for the election of the Vice-President of the Board. Mrs. Shapiro nominated Mr. Gregory Derian, seconded by Mrs. Walker. There were no other nominations. Roll Call vote of 6 ayes and 1 abstention (Mr. Walsh and Dr. Westlake were absent), electing Gregory Derian as Vice President.

Roll Call – Mr. Griffin, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Derian, Mrs. Watson-Nichols (Mr. Walsh and Dr. Westlake were absent)

6. Code of Ethics – It is hereby moved, that the Board adopts the following Code of Ethics developed by the New Jersey School Boards Association as the code to which each Oradell Board Member subscribes:

***President Watson-Nichols asked that each of the Board Members read aloud a statement from the code of ethics. A motion by Mr. Griffin, seconded by Mrs. Norian and carried a roll call vote of 7-0 (Mr. Walsh and Dr. Westlake were absent) the Board approved 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.

***President Watson-Nichols asked for a motion for a consent vote on agenda items 7-14. A motion by Mrs. Norian, seconded by Mrs. Walker and carried a roll call vote of 7-0 (Mr. Walsh and Dr. Westlake were absent) the Board approved items 7-14.***

7. Calendar of Meeting Dates for 2019 – It is hereby moved that the Board approves the below listed schedule of meeting dates for 2019 to be held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month (unless otherwise stated) beginning at 7:30 p.m. in the OPS-AUDITORIUM:

January 7, 2019  
January 22, 2019  
February 12, 2019  
February 27, 2019  
March 13, 2019  
March 27, 2019  
April 10, 2019  
April 24, 2019  
May 8, 2019  
May 22, 2019  
June 12, 2019  
June 26, 2019  
July 10, 2019  
July 24, 2019- Board Retreat (Tentative)  
August 7, 2019  
September 11, 2019  
September 25, 2019  
October 16, 2019  
October 30, 2019  
November 13, 2019  
December 11, 2019

**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 (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, 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 SY 2018-2019, subject to revision, adoption, and continuous review by the Board, until the next reorganization meeting in January 2020.
  
10. 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 2020.  
  
Prudential  
AFLAC
  
11. 403 (B) Agent Authorization- It is hereby moved that the Board approve the following 403 (B) plans until the next reorganization meeting in January 2020:  
AXA Equitable Life Insurance Company  
Metropolitan Life Investors  
The Variable Annuity Life Insurance Company  
The Vanguard Company  
Financial Foundations Group (Oppenheimer)  
Security Benefit (NEA)
  
12. Prescribed Mileage Reimbursement – It is hereby moved that the Oradell Board Education approves the reimbursement rate for auto travel at \$0.31 per mile to conform with the per mile rate established by the OMB Circular for the calendar year 2019.

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. Appointment of Qualified Purchasing Agent – It is hereby moved that the Oradell Board of Education appoints Nicole C. Schoening the Qualified Purchasing Agent for SY 2018-2019:

WHEREAS, the changes to the Public School Contracts Law gave the Boards of Education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed, as well as, granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Nicole C. Schoening BA, possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C 5:34-5 et seq.; and

WHEREAS, the Oradell Board of Education desires to increase the bid threshold as provided in N.J.S.A18:A-3, now, therefore be it

RESOLVED, that the governing body of the Oradell Board of Education, in the County of Bergen, in the State of New Jersey, hereby increases its bid threshold to \$40,000.00; and it further

RESOLVED, that the governing body hereby appoints Nicole C. Schoening BA, as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C 5:34-5.2, the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Nicole C. Schoening's certification to the Director of the Division of Local Government Services, as required

*President Watson- Nichols announced a short break at 8:02 p.m.*

#### **PUBLIC WORK/BUSINESS SESSION MEETING:**

**VII. RECONVENE – *President Watson-Nichols called the meeting to order at 8:10 p.m.***

**VIII. ROLL CALL**

*Present - Mr. Griffin, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Derian, Mrs. Watson- Nichols*

*Absent- Mr. Walsh, Dr. Westlake*

*Also present were Dr. John Anzul, Superintendent, and Nicole C. Schoening, Business Administrator / Board Secretary, four members of the administration, and approximately 6 members of the public*

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

**X. BOARD PRESIDENT'S REMARKS-None**

**XI. SUPERINTENDENT'S REPORT**

- *Dr. Anzul reported attendance for December 2018:*
  - *Student Enrollment 763*
  - *Student Attendance 95.55%*
  - *Staff Attendance 95.86%*

**XII. BUSINESS ADMINISTRATOR'S REPORT**

- *Mrs. Schoening welcomed the new board members and is looking forward to working together.*

- Mrs. Schoening commented the Administration has begun working on the development of the 19-20 budget.

**XIII. MINUTES**

*A motion by Mrs. Norian, seconded by Mr. Griffin, the October 10, 2018 minutes were approved and carried by a roll call of 2-0-5, (Mr. Walsh and Dr. Westlake were absent), the October 25, 2018, November 14, 2018, and November 28, 2018 minutes were approved and carried by a roll call vote of 4-0-3 (Mr. Walsh and Dr. Westlake were absent).*

REVIEW OF MEETING MINUTES

- December 12, 2018 Work/ Business Section

APPROVAL OF MEETING MINUTES

- October 10, 2018 Work/Business Section
- October 25, 2018 Work/Business Section
- November 14, 2018 Work/Business Section
- November 28, 2018 Work/ Business Section

**XIV. COMMITTEE REPORTS/ACTIONS**

**A. ADMINISTRATIVE ITEMS-*none***

**B. BUILDING & GROUNDS/ SAFETY- Interim Chairperson**

*A motion by Mrs. Norian, seconded by Mr. Griffin and carried by a roll call vote of 7-0 (Mr. Walsh and Dr. Westlake were absent) the Board approved B1.*

B1. Use of School Facilities- It is hereby moved, upon recommendation of the Superintendent, that the Board of Education approves the following requests for use of school facilities for the SY 2018-2019 in accordance with Board Policy #1330:

Organization	Event	Area of Building	Date (s)	Time	Custodian OT	Facility Charge
6 <sup>th</sup> Grade Give Back Committee (Category A)	6 <sup>th</sup> Grade Give Back Projects	World Language Rm 131	3/27/19	3:00 P.M.- 5:00 P.M.	-0-	-0-
PTA Talent Show (Category A)	Talent Show	Auditorium	01/30/19 (W)	2:30 P.M. - 5:00 P.M.	-0-	-0-
			01/31/19 (T)			
			02/27/19 (W)			
			02/28/19 (T)			
			03/06/19 (W)	6:00 P.M.- 9:00 P.M.		
			03/08/19 (F)			



**C. CURRICULUM-** Mrs. Walker, Interim Chairperson

*A motion by Mrs. Walker, seconded by Mr. Derian and carried by a roll call vote 7-0 (Mr. Walsh and Dr. Westlake were absent) the Board approved C1, C2.*

C1. Approval of Field Trip(s) for SY 2018-2019- It is hereby moved upon recommendation of the Superintendent, that the Board approves the following field trip(s)

Destination	Grade	Date	Cost to District	Cost to Parents
Ramapo College (Berrie Center)	3	March 2019	\$0.00	\$896.00 (Admission)  \$675.00 (Transportation)
Farmstead Estate	1	April 2019	\$0.00	\$904.00 (Admission)  \$900.00 (Transportation)
Museum Village	2	May 2019	\$0.00	\$1,476.00 (Admission)  \$1,275.00 (Transportation)
River Dell Middle School	6	May 2019	\$200.00 (Transportation)	\$0.00
Turtle Back Zoo	Kindergarten	May 2019	\$0.00	\$1,460.00 (Admission)  \$975.00 (Transportation)

C2. It is hereby moved, upon recommendation of the Superintendent, that the Board re-approves all of the most recently adopted curricula for all Pre-K-6 courses of student for use during SY 2018-2019

**D. FINANCE/ TECHNOLOGY-** Mrs. Shapiro, Interim Chairperson

*A motion by Mrs. Shapiro, seconded by Mrs. Norian and carried by a roll call vote 7-0 (Mr. Walsh and Dr. Westlake were absent), the Board approved D1, D2, D3, D4, D5, D6, D7.*

D1. Hand Check Payroll Register for December 14, 2018 – It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Payroll Hand Check Register for December 14, 2018 in the amount of \$429,855.62

- D2. Hand Check Payroll Register for December 21, 2018 – It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Payroll Hand Check Register for December 21, 2018 in the amount of \$376,833.97
- D3. Check Register for December 19, 2018 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board retroactively approves the disbursements on the December 19, 2018 Check Register in the amount of \$192,547.47 check numbers 016908-019615.
- D4. Check Register for January 7, 2019 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the January 7, 2019 Check Register in the amount of \$83,417.05 check numbers 019616-019651
- D5. Acceptance of Oradell Public School PTA Mini-Grant Monies for the SY 2018-2019 – It is hereby moved, upon recommendation of the Superintendent that the Board accepts with deep appreciation mini-grant award money from the Oradell Public School PTA for the following program:

Grade	Grant	Amount
Kindergarten	Superstar Character Academy	\$995.00

- D6. Approval of Special Education Programs/Services for SY 2018– 2019 - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Services for SY 2018-2019:

Vendor	Student	Service (s)	Cost
Bergen Pediatric Therapy Center	#9149822531	OT Services-Nov 2018-June 2019	1 OT session per week @ \$145 each up to a max of 35 weeks Total not to exceed \$5,800

- D7. Acceptance of a donation(s) – It is hereby moved, upon recommendation of the Superintendent that the Board accepts with deep appreciation, a donation from the following program(s):

Donor	Program	Amount
Clorox Commercial Solutions	Clorox Odor Defense and Clorox Disinfecting Bio Stain & Odor Remover	\$96.68
JPMorgan Chase & Co	JPMorgan Chase Good Works Workplace Giving Program	\$100.00

**E. NJSBA/ BCSBA DELEGATE REPORT-** John Walsh, Interim Delegate-*none*

**XV. CLOSED SESSION**

*A motion by Mrs. Norian, seconded by Mrs. Walker (Mr. Walsh and Dr. Westlake were absent), and carried a roll call vote of 7-0, the Board moved into closed session at 8:15 pm.*

**XVI. RECONVENE**

*A motion by Mrs. Norian seconded by Mr. Derian (Mr. Walsh and Dr. Westlake were absent), the Board ended closed session and reconvened at 8:55pm. President Watson-Nichols announced the Board is continuing with the Personnel Section of the agenda.*

**F. PERSONNEL- Interim Chairperson**

*A motion by Mrs. Norian seconded by Mr. Derian and carried by a roll call of 7-0 (Mr. Walsh and Dr. Westlake were absent) the board approved F1.*

- F1. It is hereby moved, upon recommendation of the Superintendent, that the Board accepts and approves the Personnel Committee Report dated January 7, 2019.

**G. POLICY – Mr. Griffin, Interim Chairperson**

- Mr. Griffin commented that the committee will be reviewing new policies at their next meeting*

**H. PUBLIC RELATIONS- Mrs. Norian, Interim Chairperson**

- Mrs. Norian commented that the committee will be reviewing the Mission Statement*

**I. TRI DISTRICT/ SHARED SERVICES- Dr. Westlake, Interim Chairperson –None**

XVII. OPEN TO THE PUBLIC-None

XVIII. OLD BUSINESS

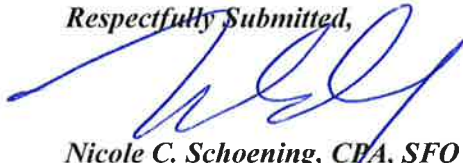
- *Mr. Griffin requested an update on receiving the raw data from the "I" groups. President Watson-Nichols responded that she received the information today.*

XIX. NEW BUSINESS-None

XX. ADJOURNMENT

*Having no further business, a motion by Mrs. Norian, seconded by Mrs. Walker, the meeting was adjourned at 9:14 p.m.*

*Respectfully Submitted,*

A handwritten signature in blue ink, appearing to read 'N. Schoening', written over the typed name.

*Nicole C. Schoening, CPA, SFO  
Business Administrator/ Board Secretary*