

**ORADELL BOARD OF EDUCATION**

**ORADELL, NEW JERSEY 07649**

**PUBLIC WORK/BUSINESS SESSION MEETING**

**Oradell Public School Auditorium**

**January 22, 2020**

**TENTATIVE AGENDA**

**I. CALL TO ORDER- 7:30 p.m.**

**II. FLAG SALUTE**

**III. SUNSHINE LAW STATEMENT**

All requirements of the Open Public Meetings Act 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. MISSION STATEMENT**

The Oradell Public School District is dedicated to the ongoing pursuit of educational excellence through comprehensive innovative curriculum and instruction. The District is committed to providing opportunities for social, emotional, and academic discovery to foster curiosity, courage, and character. Our goal is to prepare our students to become life-long learners who are self-directed, resilient, productive responsible citizens.

Adopted by the Oradell Board of Education March 27, 2019

**V. ROLL CALL**

Mr. Derian, Mr. Griffin, Mrs. Levy, Mrs. Nichols, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Walsh

**VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY**

**VII. BOARD PRESIDENT'S REMARKS**

- Congratulate 6<sup>th</sup> Grade student, Sonia Veldhuis, for her award won in the Altice USA writing contest

**VIII. SUPERINTENDENT’S REPORT**

- Recognition of 25 years of service for Thomas Ackerman.
- Student Safety Data System Report for July - December 2019
- 2018-2019 ESSA Accountability Profile

**IX. BUSINESS ADMINISTRATOR’S REPORT**

- School Board Recognition Month
- 2018-2019 Audit Presentation by Jeffrey Bliss of Lerch, Vinci and Higgins, LLP

**X. MINUTES**

REVIEW OF MEETING MINUTES

- January 6, 2020 Reorganization & Work/Business Section
- January 15, 2020 Special Meeting

APPROVAL OF MEETING MINUTES

- December 11, 2019 Work/Business Section

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

**XI. COMMITTEE REPORTS/ACTIONS**

**A. ADMINISTRATIVE ITEMS**

**B. BUILDING & GROUNDS/ SAFETY- Mr. Derian, Interim Chairperson**

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 2019-2020 in accordance with Board Policy #1330:

	Organization	Event	Area of Building	Date(s)	Time	Custodian OT	Facility Charge
1	RD Lacrosse (Category B)	Practice & Drills	MPR A-D	Various Sundays	9 hours	(APPROX) 5 Days@ 9 Hours 45 HRS@\$85.99	(APPROX) \$15 per Day 5 Days = \$75

						per HR=\$3869.55	
2	RD Lacrosse (Category B)	Practice & Drills	MPR A&B	Various weekdays	3 hours	0	(APPROX) 6 Days@\$15 per Day = \$90
3	RD Lacrosse (Category B)	Practice & Drills	GYM	Various weekdays	5 hours	0	(APPROX) 7 Days@ \$15 per Day =\$105
4	Oradell Public School (Category A)	HoOps Basketball Program	GYM	Various days (8)	2 hours	0	0
5	6 <sup>TH</sup> Grade Class Parents (Category A)	Spring Fling	MPR A- D	4/17/20	9.5 hours	0	0
6	OEA (Category A) Received current Cert Insurance	Dance-A- Thon (rescheduled from 1/14/20)	MPR A- D	3/11/20	1.5 hour	0	0

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

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

C1. Approval of Field Trip(s) – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following field trip(s) for SY 2019-2020:

Destination	Grade	Date	Cost to District	Cost to Parents
Odyssey of The Mind Regional Tournament (Flemington, NJ)	5 & 6	February 2020	\$75 (Tournament fee) \$150 (Faculty Stipend) \$800 (Prop Transportation / Not to exceed \$800)	\$0.00

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- C2. Approval of Field Trip Destination(s) for SY 2019-2020 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following field trip destination(s) for SY 2019-2020:

DESTINATION	LOCATION
Gershwin Theatre	New York, NY
Watson Adventures	Morristown, NJ

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

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

- D1. Hand Check Payroll Register for January 15, 2020– 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 January 15, 2020 in the amount of \$359,997.18.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D2. Check Register for January 17, 2020 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the January 22, 2020 Check Register in the amount of \$11,393.08 check numbers 990012.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D3. Check Register for January 22, 2020 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the January 22, 2020 Check Register in the amount of \$260,229.31 check numbers 1401-1403 and 020913-020977.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D4. Revise 11/13/19: Amend agreement for Professional Development Services for teachers with Gravity Goldberg, LLC for SY 2019-2020 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the amendment of Agreement for Consultant Services with Gravity Goldberg, LLC for SY 2019-2020 at a cost not to exceed ~~\$10,800~~ \$5,400.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D5. Approval of a Training Agreement with Open Circle - It is hereby moved, upon recommendation of the Superintendent, that the Board approves a contract with Open Circle to conduct classroom teacher training in a total amount of \$6,700 plus travel expenses utilizing Title IV funds.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D6. Acceptance and Approval of 2018-2019 Comprehensive Annual Financial Report - It is hereby moved, upon recommendation of the Business Administrator/Board Secretary, that the Board accept and approve the 2018-2019 Comprehensive Annual Financial report and the Auditor’s Management Report on Administrative Findings, containing three audit recommendations to be addressed, as prepared by the firm of Lerch, Vinci & Higgins, LLP:

**Financial Planning, Accounting and Reporting**

- 1. **Finding** – Our audit of expenditures revealed certain supporting documentation were not made available for audit.

**Recommendation** –Greater care be exercised in keeping documents in files.

- 2. **Finding** –Our audit revealed open purchase orders were not being reconciled to the general ledger.

**Recommendation** –Greater care be exercised to endure the open purchase order report is reconciled to the general ledger control accounts on a monthly basis.

- 3. **Finding** –Our audit revealed capital asset accounting records were not updated on a timely manner.

**Recommendation** –District’s capital asset accounting records be updated on an annual basis.

**Student Body Activities:**

- 4. **Finding** –Our audit of the student activity account revealed pre-number receipt tickets were not issued for monies collected.

**Recommendation** –Pre-numbered receipts be issued for all monies collected from the student activity account.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D7. Acceptance and Approval of 2018-2019 Corrective Action Plan - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board accept and approve the Corrective Action Plan prepared by the Business Administrator/Board Secretary in response to the 2018-2019 Comprehensive Annual Financial Report (CAFR) recommendation, for submission to the New Jersey Department of Education.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D8. Acceptance of Oradell Public School PTA donation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with deep appreciation a donation from the Oradell Public School PTA for the following:

Grade	Collection	Amount
Fifth Grade 2020 trip to Sharpe Reservation	Collection of Box Tops for Education	\$350.80

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

- D9. Revise 9/12/19: Approval of a Related Services contract with The COR Behavior Group – It is hereby moved, upon recommendation of the Superintendent, that the Board approves a contract with The CORE

Behavior Group for Speech Therapy services at \$140 per one hour for each session with student #117 not to exceed ~~\$5,600~~ \$7,000

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

D10. Approval of purchase from Eastern DataComm – It is hereby moved, upon the recommendation of the Superintendent that the Board approves the purchase of a Lockdown and Emergency Notification System through the NJ ESCNJ Co-Op awarded bid #65MCESCCPS to Eastern DataComm at the purchase price of \$22,879.84. This purchase is funded through budgeted Emergency Reserve funds.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

D11. Approval of proposal for Professional Services from LAN Associates to update the Long Range Facility Plan (LRFP) in the amount of \$2,800.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

E. **NJSBA/ BCSBA DELEGATE REPORT-** Mr. Walsh, Delegate

F. **PERSONNEL-** Mrs. Walker, Interim Chairperson

F1. It is hereby moved, upon recommendation of the Superintendent, that the Board accepts and approves the Personnel Committee Report dated January 22, 2020.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

G. **POLICY-** Mrs. Levy, Interim Chairperson

H. **PUBLIC RELATIONS-** Mr. Griffin, Interim Chairperson

I. **TRI DISTRICT/ SHARED SERVICES-** Dr. Interim Westlake, Chairperson

**XII. OPEN TO THE PUBLIC**

**XIII. OLD BUSINESS**

**XIV. NEW BUSINESS**

**XV. CLOSED SESSION- (IF NECESSARY)**

*(NOTICE: Public action may be taken after Closed Session concludes.)*

**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.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**

**XVI. ADJOURNMENT**

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded

**ROLL CALL**