

**ORADELL BOARD OF EDUCATION**  
**ORADELL, NEW JERSEY 07649**  
**PUBLIC WORK/BUSINESS SESSION MEETING**  
**Oradell Public School Auditorium**  
**June 26, 2019**  
**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 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 and responsible citizens.

Adopted by the Oradell Board of Education March 27, 2019

**V. ROLL CALL**

Mr. Derian, Mr. Griffin, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Dr. Westlake, Mrs. Watson- Nichols

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

**VII. BOARD PRESIDENT’S REMARKS**

**VIII. SUPERINTENDENT’S REPORT**

**IX. BUSINESS ADMINISTRATOR’S REPORT**

**X. MINUTES**

REVIEW OF MEETING MINUTES

- June 12, 2019 Work/Business Section

APPROVAL OF MEETING MINUTES

- May 22, 2019 Work/Business Section

\_\_\_\_\_Motion \_\_\_\_\_Seconded  
**ROLL CALL**

**XI. COMMITTEE REPORTS/ACTIONS**

**A. ADMINISTRATIVE ITEMS**

**B. BUILDING & GROUNDS/ SAFETY- Mr. Derian, 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 2018-2019 in accordance with Board Policy #1330:

Organization	Event	Area of Building	Date (s)	Time	Custodian OT	Facility
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						<b>Charge</b>
OEA -Traci Schaum Contact (Category A)	Family Science	MPR C	9/25/19 10/02/19, 10/16/19, 10/23/19, 10/30/19	3:30 P.M.- 8:00 P.M.	0	0
OEA -Traci Schaum contact (Category A)	Family Math	MPR C	09/26/19, 10/03/19, 10/10/19, 10/17/19, 10/24/19	3:30 P.M.- 8:00 P.M.	0	0
Oradell Kids Foundation (Category B)	Only in the event of a rain delay- Oradell 5K	MPR A	10/12/19	6:00 A.M.- 1:00 P.M.	7 hours @ 62.02 = \$434.14	\$15.00

\_\_\_\_\_Motion \_\_\_\_\_Seconded

**ROLL CALL**

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

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

- D1. Hand Check Payroll Registers for June 14, 2019 – It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Hand Check Payroll Register for June 14, 2019 in the amount of \$443,356.40

\_\_\_\_\_Motion \_\_\_\_\_Seconded

**ROLL CALL**

- D2. Hand Check Payroll Registers for June 21, 2019 – It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board retroactively approves the disbursements on the Hand Check Payroll Register for June 21, 2019 in the amount of \$395,544.45

\_\_\_\_\_Motion \_\_\_\_\_Seconded

**ROLL CALL**

- D3. Check Register for June 26, 2019 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the June 26, 2019 Check Register in the amount of \$164,411.78 check numbers 020189-XXXXXX

\_\_\_\_\_Motion \_\_\_\_\_Seconded

**ROLL CALL**

- D4. Approval of the Financial Reports of the Board Secretary and Treasurer – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve the Report of the Board Secretary, A148, and the Treasurer, A149, as of **May 31, 2019**.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded  
**ROLL CALL**

- D5. Transfer of Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Monthly Transfers Report as of **May 31, 2019**, 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.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded  
**ROLL CALL**

- D6. Monthly Budgetary Line Item Certification – RESOLVED, that the Board Secretary for the Oradell Board of Education certifies that pursuant to N.J.A.C 6A:23A-16.10 (c) 3 as of **May 31, 2019**, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C 6A:23A-16.10 (a) ; and

FURTHER BE IT RESOLVED, that the Oradell Board of Education certifies that pursuant to N.J.A.C. 6A:23A-16.10 (c) 4 that after review of the Board Secretary’s Report (A148) and Treasurer’s Report (A149) and the advice of district officials, we have no reason to doubt that any major account or fund has been over-expended in violation of N.J.A.C 6A:23A-16.10 (b) and that sufficient funds are available to meet the District’s financial obligation for the remainder of the fiscal year.

\_\_\_\_\_ Motion \_\_\_\_\_ Seconded  
**ROLL CALL**

- D7. Approval for Professional Services – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following appointments:

**WHEREAS**, there exists a need for auditing services; and,

**WHEREAS**, Audit Services are to be provided by Lerch, Vinci and Higgins, and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award contracts for “Professional Services” with competitive bids must be publicly advertised.

**NOW THEREFORE, BE IT RESOLVED** the Oradell Board of Education appoints the following professional services:

1. Lerch, Vinci and Higgins, Fair Lawn, New Jersey is appointed for auditing and accounting services from July 1, 2019 – June 30, 2020 with billing rates as follows:

FY 20 Annual Audit Related Services     \$26,650

<b>Title</b>	<b>Rate</b>
Partners	\$150-\$175 per hour
Managers	\$125-\$140 per hour
Senior Accountants/Supervisors	\$90-\$115 per hour
Staff Accountants	\$75-\$80 per hour
Other Personnel	\$45 per hour

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

**ROLL CALL**

- D8. Approval of Staff Paid from Grant Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the final salaries charged off to the 18-19 federal grant funding as follows:

<b>Last</b>	<b>First</b>	<b>Position</b>	<b>Title I</b>	<b>Title III</b>	<b>Total</b>
Bendett	Debbie	Teacher	\$1,485.00		\$1,485.00
Black	Jeanne	Teacher	\$67.50		\$67.50
Cleary	Jean	Teacher	\$2,655.00	\$10,157	\$12,812.00
Dell’Olio	Nikki	Teacher	\$2,655.00		\$2,655.00
DeLucia-Lynch	Danielle	Teacher	\$2,340.00		\$2,655.00
Ghichlian	Rosine	Teacher	\$135.00		\$135.00
Heintz-Marron	Karen	Teacher	\$765.00		\$765.00
Kenyon	Robertta	Teacher	\$855.00		\$855.00
Majka	Paige	Teacher	\$2,610.00		\$2,610.00
Malenda	Sheri	Teacher	\$765.00		\$765.00
Malwitz	Diane	Teacher	\$1,395.00		\$1,395.00
Pizza	Melissa	Teacher	\$810.00		\$810.00
Sinclair	Kaitlin	Teacher	\$2,655.00		\$2,655.00
Smith	Victoria	Teacher	\$90.00		\$90.00

Telfer	Jennifer	Teacher	\$2,610.00		\$2,610.00
Terzano	Kristin	Teacher	\$1,417.50		\$1,417.50
Velardi	Andriana	Teacher	\$67.50		\$67.50
Westdyk	Danielle	Teacher	\$45.00		\$45.00
Yu	Christine	Teacher	\$45.00		\$45.00
				<b>TOTAL</b>	<b>\$33,624.50</b>

Motion \_\_\_\_\_ Seconded \_\_\_\_\_  
**ROLL CALL**

D9. Acknowledgment of Compliance P.L. 2015, Chapter 47

RESOLVED, that the Oradell Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR Part 200.317 et. seq. The report was provided to each member of the Board of Education prior to June 30, 2019 as required by law:

<b>VENDOR</b>	<b>DESCRIPTION</b>
Alarm & Communications	Security Alarm
Alliance for Competitive Energy Services	Natural Gas Supplier
Ameriflex	Cobra Administrators
Apple, Inc	One time Award
Balken Risk Management	Property Insurance Broker
Bergen County Technical Schools	Technology Support Services
Bergen Pediatric Therapy Center	Related Services
Brainpop.com, LLC	Software
Brown & Brown	Health Benefit Brokers
Cablevision Lightpath	Internet
Camp Excel	Tuition
Canon Financial	Copier Leases
Celebrate the Children	Tuition
Computer Solutions, Inc	Budgetary & Personnel/Payroll Software
CTC Academy	Tuition
Deborah Roberts	Speech Therapy
Delta Dental of NJ	Dental Benefits
Depository Trust Company	Bond Payment
Developmental Center for Children	Tuition
Direct Energy Business Marketing	Utilities
Discovery Education	Streaming Building Subscription
East Cost Combustion	Boiler Maintenance
East Coast Power	Utilities
Eastern DataComm, Inc.	ShoreTel Telephone Maintenance

ECLC of Chatham	Tuition
Educational Data Services, Inc.	Cooperative Pricing
Follett School Solutions	Software
Frontline Technologies	AESOP Attendance Software
Garden State Environmental	Environmental services
Hewlett Packard Financial Services	Copier Lease
HIBster	software
Horizon Blue Cross/Blue Shield	Health Benefits
Horizon Termite & Pest Control	Annual Maintenance
Hunterdon County Ed Services Commission	Cooperative Pricing
IXL Learning	Software
JAMF Software	Software
Journeyed.com	Software
Karen Willick	Occupational Therapy
Kencor, Inc	Elevator Maintenance
LAN Associates	Architect of Record
Lerch, Vinci & Higgins	Auditor
Linkit!	Software
Middlesex Regional Educational Services Commission	Cooperative Pricing
Miracles in Education	Speech therapy services
My Learning Plan	OASYS with Strong EPES
NESBIG	Pooled Insurance Program
New Milford Board of Education	192/193 services
Newsela	software
Northern Region Educational Services Commission	Financial clerk services
Northern Valley Regional High School	Tuition
Optimum	Utilities
Oxford Consulting	Physical Therapy services
Paramus Board of Education	Professional development
PEPPM National Cooperative	Cooperative Pricing
Phoenix Advisors	Disclosure Agent & Municipal Advisor
Pitney Bowes Global Financial Services	Mail Machine Rental
Primary Care of Oradell	Staff Physicals
Public Service Electric & Gas	Utilities
Realtime Technology	Student Software/Support
River Edge BOE/Region V	Shared Services agreement for evaluation, student therapies
River Edge Board Of Education	Tuition
River Dell Regional Board of Education	Shared Services-Aid in Lieu
Scholastic Library Publishing	Software
Sciarrillo, Cornell, Merlino, McKeever & Osborne	Legal Services
Specrotel	Cell Phone service
St Joseph's Healthcare	Neurological Evaluation
Suez Water New Jersey	Utilities
TD Equipment Finance	Lease Purchase-ESIP
The Forum School	Tuition
The Learning Center for Exceptional Children	Tuition
Tumbleweed Press	Software
United Business Systems	Copiers

US Communities Gov't Purchasing Alliance	Cooperative Pricing
Verizon	Telephone service
Verizon Wireless	Cell phone service
West Bergen Mental Health Care	Student services
Wilson Language Training	Professional development
World Book, Inc	software
ZUMU	Website Hosting

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

**ROLL CALL**

D10. Approval for Transfer to Capital Reserve Account

RESOLVED, WHEREAS N.J.S.A 18A:21-2 and N.J.S.A 18A 7G-13 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statues authorize procedures, under the authority the Commissioner of Education, which permits a board of education to transfer anticipated excess current revenue or unexpended appropriations in to reserve accounts during the month of June by board resolution, and

WHEREAS, the Oradell Board of Education wishes to deposit anticipated current year surplus into the Capital Reserve and Maintenance Reserve accounts at year end if available, and

WHEREAS the Oradell Board of Education has determined that an amount up to \$300,000 may be available for such purpose of transfer into the Capital Reserve account

NOW THEREFORE BE IT RESOLVED by the Oradell Board of Education that is hereby authorizes the District's School Business Administrator to make these transfers consistent with all applicable laws and regulations, having been reviewed and recommended by the Finance Committee.

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

**ROLL CALL**

D11. Approval to Dispose of Obsolete/Surplus Equipment – It is hereby moved, upon the recommendation of the Superintendent, that the Oradell Board of Education authorizes the Superintendent to dispose obsolete/surplus equipment



in accordance with N.J.S.A 18A:20-5, N.J.A.C.6A:26-7.4 and Board Policy 3260-3270.

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

**ROLL CALL**

- D12. Approval of Depository – It is hereby moved that the Board approves Capital One Bank for the deposit of Oradell board of Education funds, subject to withdrawal by proper officers, as approved by the Board

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

**ROLL CALL**

- D13. Approval of Signatories for Capital One for SY 19-20 – It is hereby moved, upon recommendation of the Superintendent, in conjunction with the Business Administrator/Board Secretary, that the Board of Education approved the following signatures for the Oradell Public Schools with Capital One for SY 19-20.

Dorothy Watson-Nichols	Board President
Gregory Derian	Board Vice President
Angelo DeSimone	Treasurer of School Monies
John C. Anzul	Superintendent
TBD	Business Administrator/Board Secretary

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

**ROLL CALL**

- D14. Authorized Signatures for Bank Accounts – It is hereby moved, upon recommendation of the Superintendent, that the Board approve the following bank accounts and authorized signatures as required, and furthermore, approves the use of facsimile signature stamp(s) for the Board President, Board Vice President, Board Secretary, Superintendent, and Treasurer of School Moneys as may be required in the event that the individuals are unavailable for personally affixing their signature

Account	Signatories
General Fund (3 required)	Board President or Vice President Board Secretary or Superintendent Treasurer of School Monies

Payroll (1 required)                      Treasurer of School Monies or Board Secretary  
Board President

Payroll Agency (1 required)                      Treasurer of School Monies, Board Secretary or  
Board President or

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

**ROLL CALL**

- D15. Approval of Petty Cash Accounts for 2019-2020 – It is hereby moved, upon recommendation of the Superintendent, that the Board establishes the following petty cash accounts from July 1, 2019 to June 30, 2020 in accordance with Board Policy #3451 and that the following accounts are to be replenished by vouchers and reported to the Board on an annual basis

<b>Account</b>	<b>Amount</b>	<b>Not to Exceed Per incident</b>	<b>Signatories</b>
Superintendent	\$200	\$150	Superintendent
Business Office	\$200	\$150	Business Administrator
Principal	\$400	\$ 50	Principal
Special Services	\$100	\$ 25	Supv of Special Services

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

**ROLL CALL**

- D16. Acceptance of a Donation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts a donation from the 6<sup>th</sup> Grade Activities Class of 2018 in the amount of \$811.73 towards the future renovation of the school’s auditorium

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

**ROLL CALL**

- D17. Acceptance of a Donation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts a donation from the Oradell PTA in the amount of \$1,254.80 to support the 2019 fifth grade field trip to Sharpe Reservation in the fall.

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

**ROLL CALL**

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

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

F1. It is hereby moved, upon recommendation of the Superintendent, that the Board accepts and approves the Personnel Committee Report dated June 26, 2019.

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

**ROLL CALL**

F2. Approval of Appointments for SY 2019 -2020 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following appointments for SY 2019–2020, no additional stipends or salary :

1	Environmental Protection / Right to Know / PEOSHA / AHERA / Indoor Air Quality / Asbestos Management Officers	Supervisor of Building & Grounds
2	Integrated Pest Management Coordinator	Supervisor of Building & Grounds
3	Public Agency Compliance Officer / Record Custodian	School Business Administrator
4	Affirmative Action Officer & Title IX Compliance Officer	Superintendent
5	Affirmative Action Officer for Students with Disabilities	Supervisor of Special Services
6	Custodian of Records (OPRA)	School Business Administrator – Business Items / Personnel- Superintendent
7	Custodian of Student Records	Business Administrator
8	504 Compliance Officer(s)	Assistant Principal(s)
9	Chairperson for State and Federal Mandated Programs	Superintendent
10	Blood Borne Pathogens - Contact Person	School Nurse
11	District Anti-Bullying Coordinator	Principal
12	School Anti-Bullying Specialist	School Psychologist, Assistant Principal(s)
13	Liaison for Homeless Children	School Social Worker

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

**ROLL CALL**

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

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

**I. TRI DISTRICT/ SHARED SERVICES-** Dr. 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**