

**ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649
PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Auditorium
February 7, 2024**

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

Mrs. Acosta, Mr. Del Greco, Mrs. Downey, Mr. Nutland, Mrs. Norian, Mrs. Walker, Mr. Walsh, Mr. Derian, and Mrs. Watson-Nichols

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

VII. BOARD PRESIDENT'S REMARKS

- Presentation of the 2022-2023 Audit

VIII. SUPERINTENDENT'S REPORT

IX. BUSINESS ADMINISTRATOR'S REPORT

X. MINUTES

REVIEW OF MEETING MINUTES

- January 24, 2024 Work/Business Section

APPROVAL OF MEETING MINUTES

- January 3, 2024 Re-Organization Meeting and Work/Business Section

_____ Motion _____ Seconded

ROLL CALL

XI. COMMITTEE REPORTS/ACTIONS

A. ADMINISTRATIVE ITEMS

- A1. **HIB Report for December 2023** – It is hereby moved, upon recommendation of the Superintendent, that the Board of Education affirms the decisions and findings of the listed HIB Report(s) as reported by the Superintendent to the Board of Education:

1	12.20.2023.2
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- A2. **Annual Renewal of the Uniform Memorandum of Agreement with Law Enforcement** – It is hereby moved, upon recommendation of the Superintendent, to accept the Annual Renewal of the Uniform Memorandum of Agreement with Law Enforcement and the related Memorandum of Understanding for SY 2023-2024.

_____ Motion _____ Seconded

ROLL CALL

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 2023-2024** in accordance with **Board Policy #1330**:

#	Organization	Event	Area of Building	Dates	Time	Custodian OT	Facility Charge
1	Upper Grades Book Club	Book Club	Library	3/21/24	3:00-4:00	N/A	N/A
2	Read and Rap Book Club	Book Club	Art Room	3/6/24	3:00-4:30	N/A	N/A
3	Oradell Little League	Softball Practices & Games	MPR C&D with A&B after 7pm Softball Field	MPR: 3/4/2024 – 3/22/24 (3/15 unavailable) Field: 3/15/24 – 7/31/24	<u>Weekdays:</u> 5:00pm – 8:00 pm (MPR) 5:00pm – 8:00pm (Field) <u>Saturday / Sunday</u> All Day (Field)	*weekend rate – if needed* Saturday \$88.22/hour Sunday \$117.62/hour	14 days @ \$15 per day = \$210.00 *total subject to change*

4	Cub Scouts Pack 136	Arrow of Light Ceremony	Auditorium	3/15/2024	6:00 pm – 9:00 pm	N/A	N/A
5	Oradell Girl Scouts	International Night	MPR C & D	3/15/2024	5:00pm – 9:00pm	N/A	N/A

_____ Motion _____ Seconded
ROLL CALL

C. CURRICULUM- Mrs. Norian, 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 2023-2024**:

#	Destination	Grade	Date	Cost to District	Cost to Parents
1	The Berrie Center for Performing and Visual Arts, Ramapo College, Mahwah, NJ	3	March 2024	\$0	\$26 per student

_____ Motion _____ Seconded
ROLL CALL

D. FINANCE/ TECHNOLOGY- Mrs. Acosta, Chairperson

D1. Hand Check Payroll Register for **January 30, 2024**– 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 30, 2024 in the amount of \$407,044.17.

- D2. **Approval to Write Off Outstanding Checks** –It is hereby moved, upon recommendation of the Business Administrator in consultation with the district auditor, that the following checks be canceled and the funds totaling \$12,784.27 be deposited as miscellaneous revenue in the General Fund: 17400, 17461, 20075, 20240, 021294, 022253, and 023138.

Account	Check #	Date	Amount
General	17400	02/28/18	\$770.00
General	17461	03/28/18	\$1,475.00
General	20075	05/17/19	\$7,510.00
General	20240	06/26/19	\$1,854.71
General	021294	6/24/20	\$400.00
General	022253	8/11/21	\$574.56
General	023138	8/17/22	\$200.00

- D3. **Approval of Legal Cost Per Pupil Indicator** – It is hereby moved, upon recommendation of the Superintendent that the Board approves the following:

WHEREAS, the Oradell Board of Education recognizes that the legal costs per pupil for the 2022-23 Fiscal Year exceeded 130% of the Statewide per pupil average and

WHEREAS, the Oradell Board of Education has undertaken steps to reduce these costs by restricting access to the Board Attorney to only authorized personnel and having the Superintendent and Business Administrator review every legal bill before payment and

WHEREAS, the Oradell Board of Education has determined that implementation of further procedures outlined in N.J.A.C. 6A:23A-5.2(a)(3) beyond the aforementioned procedures already implemented would not significantly reduce legal costs, as evidenced by the fact that the excess legal costs incurred are the result of a litigation, grievances, protracted negotiations, and/or due process hearings initiated against the District, which the District has been compelled to defend and over which the District has no control;

NOW THEREFORE, Be it Resolved that the Oradell Board of Education hereby accepts the 2022-23 legal costs as meeting the criteria for controlling legal costs and

BE IT FURTHER RESOLVED, that the Board will look for more ways to reduce these costs should the opportunity present itself.

- D4. **Approval of Special Education Medicaid Initiative (SEMI) waiver for SY 2024-2025** - It is hereby moved, upon recommendation of the Superintendent, that the Oradell Public School District approves the following:

WHEREAS, N.J.A.C. 6A:23-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) program for the 2024-2025 school year; and

WHEREAS, the Oradell Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students;

NOW THEREFORE, BE IT RESOLVED, that the Oradell Borough Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Bergen, an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2024-2025 school year.

D5. Delegation of Authority to the Design Consultant for the School Facilities Project-

WHEREAS, there exists a need for HVAC System Upgrades at the Oradell Public School; and

WHEREAS, LAN Associates is approved as the Architect of Record for the Oradell Board of Education; and

WHEREAS, the Oradell Board of Education authorizes and delegates LAN Associates as its Design Consultant to prepare all plans, specifications, drawings and necessary bid-related documents for SDA Project #: 3870-050-23-G5PE; Grant #: G5-6798; HVAC System Upgrades at the Oradell Public School; and

WHEREAS, LAN Associates has submitted a proposal dated August 23, 2023, to the Oradell Board of Education; and

NOW, THEREFORE, BE IT RESOLVED that the Oradell Board of Education awards a contract to LAN Associates to perform said work as per proposal LAN Reference #2.20120.0 - #23-702 in the amount of \$62,800.

D6. Approval of HVAC Upgrades at Oradell Public School –

WHEREAS, there exists a need to replace the 20 Ton Rooftop HVAC Unit above the Kindergarten at the Oradell Public School; and

WHEREAS, LAN Associates is approved as the Architect of Record for the Oradell Board of Education; and

WHEREAS, LAN Associates has submitted a proposal dated January 29, 2024, to perform architectural and engineering services for the replacement of the 20 Ton Rooftop HVAC Unit above the Kindergarten; and

NOW, THEREFORE, BE IT RESOLVED that the Oradell Board of Education awards a contract to LAN Associates to perform said work as per proposal LAN Reference LAN Ref. #2.20120.0 - #24-114 in the amount of \$15,200.

- D7. **Acceptance and Approval of 2022-2023 Annual Comprehensive Financial Report (ACFR)** - It is hereby moved, upon recommendation of the Business Administrator/Board Secretary, that the Board accept and approve the 2022-2023 Annual Comprehensive Financial Report and the Auditor's Management Report on Administrative Findings, containing two audit recommendations to be addressed, as prepared by the firm of Lerch, Vinci & Bliss, LLP:

Finding 2023-1 - A payroll deduction ledger was not maintained for the entire school year by the District to account for payroll deduction by their respective categories. We noted the District did not maintain the payroll deduction ledger from March to June 2023.

Recommendation - The District maintain a payroll deduction ledger by individual deduction category for the entire school year.

Finding 2023-2 - Our audit of payroll tax reporting revealed certain federal tax deposits were not remitted timely.

Recommendation - The District remit its payroll tax deposits in a timely manner.

Finding 2023-3 - Our audit of the capital asset inventory report revealed certain current year additions were no included as of June 30, 2023.

Recommendation - Greater care be exercised to ensure all current year additions are included in the capital asset inventory report.

- D8. **Acceptance and Approval of 2022-2023 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 2022-2023 Annual Comprehensive Financial Report (ACFR) recommendation, for submission to the New Jersey Department of Education.
- D9. **Authorization to Submit an Amendment to the American Rescue Plan – ESSER Grant** – It is hereby moved, upon the recommendation of the Superintendent, that the Board authorizes the Business Administrator to submit an amendment to the American Rescue Plan – ESSER Grant.
- D10. **K-5 Math Teaching Resources** – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the agreement with K-5 Math Teaching Resources to provide 16 days of math professional development for teachers in grades K-5 at a cost of \$22,400.00 to be paid for with ESSER ARP funds.

- D11. **Acceptance of Oradell Public School PTA Mini-Grant Monies for the SY 2023-2024**
 – 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:

Grade/Department	Grant Use	Dollar Amount
Pre-K	Jam Cats Music Program	\$300.00
K	Turtle Back Zoo Trip	\$1,500.00
1	Unique Creatures Animal Education Program	\$1,005.00
2	Smarty Plants Program & New Nonfiction Books	\$1,503.54
3	Weather Education Assembly	\$1,450.00
4	Bronx Zoo Trip	\$1,500.00
5	Revolutionary War Program	\$1,500.00
6	Physics Activities at Montclair State University	\$1,500.00
Language	Korean Dance Performance & Language Books	\$1,455.40
Library	Expansion of Nonfiction Book Collection	\$1,500.00
Physical Education	Assorted Gym Equipment	\$1,497.43
Music	Handbell Refurbishment	\$2,740.00
Art	12 Cameras & Memory Sticks for Photography Unit	\$1,464.77
STEM	Ozobots & Makey Makey Kits for Robotics/Engineering	\$1,500.00
TAG	2 iPads and 10 Port iPad Charging Station	\$1,525.42
	TOTAL DONATION:	\$21,941.56

_____ 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 **February 7, 2024**.

_____ Motion _____ Seconded

ROLL CALL

G. **POLICY-** Mr. Del Greco, Chairperson

H. **PUBLIC RELATIONS-** Mrs. Downey, 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