

**ORADELL BOARD OF EDUCATION  
ORADELL, NEW JERSEY 07649**

**PUBLIC WORK/BUSINESS SESSION MEETING  
Oradell Public School Library/Media Center  
February 22, 2017**

**MINUTES**

- I. *The meeting was called to order by President Dorothy Watson-Nichols at 7:30 p.m.***
- II. *The Flag Salute was led by Dr. Eugene Westlake.***
- III. *The Sunshine Law Statement was read by President Dorothy Watson-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 Mr. Gregory Derian.***

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, Mrs. Shapiro, Mr. Oddo, Mrs. Walker  
Mr. Walsh, Mrs. Robertson, Mrs. Watson-Nichols.*

**Absent:** *Mrs. Norian.*

**Also present were:** *Mr. Paul J. Saxton, Superintendent. Mr. Scott T. Bisig, Business Administrator/Board Secretary, 3 members of the Oradell Public School Administration and approximately 2 members of the public.*

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

**VII. BOARD PRESIDENT'S REMARKS – *President Dorothy Watson-Nichols stated she has no report.***

**VIII. SUPERINTENDENT'S REPORT**

- A. Information/Discussion Items – Mr. Paul J. Saxton, Superintendent reported that Dr. John Anzul, ED.D, competed three (3) of his four (4) days of transition with the designated administrative transition team members.

**IX. BUSINESS ADMINISTRATOR’S REPORT**

*B. Information/Discussion Items- Mr. Scott T. Bisig, the District School Business Administrator stated he has no report.*

**X. MINUTES**

REVIEW OF MINUTES -

- February 8, 2017 – Work/Business Session

APPROVAL OF MEETING MINUTES –

- January 25, 2017 - Work/Business Session

*A motion by Dr. Eugene Westlake, seconded by Mr. John Walsh and carried a roll-call vote of 8-0 (Mrs. Mary Katherine Norian was absent) the Board approved the minutes from January 25, 2017.*

**XI. COMMITTEE REPORTS/ACTION**

*A motion by Dr. Eugene Westlake, seconded by Mr. John Walsh and carried a roll call vote 8-0 (Mrs. Mary-Katherine Norian was absent) the Board approved A1 and A2.*

**A. MISCELLANEOUS**

A1. HIB Report for January 2017 – It is hereby moved, upon recommendation of the Superintendent, that the Board affirms decision and findings of HIB Incident #1.24.17.1 as reported by the Superintendent to the Board of Education.

A2. HIB Report for February 2017 – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts HIB report #2.1.17.2 as reported by the Superintendent to the Board of Education.

**B. BI-BOROUGH/SHARED SERVICES – Dr. Eugene Westlake stated that there was no report at this time.**

**C. BUILDINGS & GROUNDS/SAFETY – Mr. Oddo, Chairperson**

*A motion by Mr. Andrew Oddo, seconded by Dr. Eugene Westlake, and carried a roll-call vote of 8-0 (Mrs. Mary Katherine Norian was 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 2016-2017 School Year:

Organization	Event	Area of Building	Dates	Time	Custodian O/T	Facility Charge
*Oradell Girl Scout Troop #5851	International Night	IMC	3/16/17	12:30 – 3:00 PM	-0-	-0-
*Oradell Girl Scout Troop #5851	Girl Scout Meeting	MPR A & B	2/26/17	12:15 – 3:00 PM	-0-	-0-

\*facility use fee waived

**D. CURRICULUM** – Mrs. Walker, Chairperson - *Mrs. Rita Walker stated that there was no report at this time.*

**E. FINANCE/TECHNOLOGY** – Mr. Derian, Chairperson

*Finance Committee Chairperson Mr. Gregory Derian stated that the budget meetings for 2017-2018 are moving forward, and will up-date as the proceedings move along.*

*A motion by Mr. Greg Derian, seconded by Mr. John Walsh, and carried a roll-call vote of 8-0 (Mrs. Mary Katherine Norian was absent) the Board approved E1, E2, E3, E4, E5.*

E1. Monthly Certifications – The Financial Reports of the Board Secretary and Treasurer of School Moneys for the month end January 2017 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 2016-2017 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 January 2017 be retroactively approved as follows:

Fund 10 (General Current Expense)	\$	1,280,546.33
Fund 12 (Capital Outlay)	\$	0.00
Fund 20 (Special Education)	\$	37,293.35
Fund 30 (Capital Projects Funds)	\$	0.00
Fund 40 (Debt Service Fund)	\$	0.00
Fund 50 (Bi-Borough Curriculum)	\$	11,257.50
Fund 63 (Summer School)	\$	0.00
Fund 64 (Milk)	\$	606.34
Fund 90 (Payroll Agency)	\$	0.00
TOTAL		1,329,703.52

E3. Payment of TD Equipment Lease – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the lease payment to TD Equipment Finance, Inc. for the Energy Savings Project in the amount of \$142,859.24 (Principal - \$95,000 and Interest - \$47,859.24) via wire transfer. Payment due on 3/18/17.

E4. Approval of Special Education Program/Service for 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Program/Service as per the student’s IEP for the 2016-2017 school year:

Student #	School/Program/Service	Tuition/Cost to District
108	Windsor Bergen Academy 2016-2017 school year (pro-rated) tuition	\$21,941.61

E5. Transfer of Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approves transfers 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.

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

***A motion by Mrs. Christine Robertson, seconded by Mrs. Rita Walker and carried a roll-call vote of 8-0 (Mrs. Mary Katherine Norian was absent) the Board approved F1, F2, F3, F4, F5. Mr. John Walsh abstained from approving F6, which carried a vote 7-0 approving.***

F1. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with appreciation for his service the resignation of Paul J. Saxton, Interim Superintendent, and effective March 14, 2017.

F2. Acceptance of Resignation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with regret the resignation of Simmi Yoon, Part-Time Instructional Aide, and effective February 28, 2017.

F3. Approval of Leave of Absence – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Childbirth Disability Leave of Absence for Paige Majka to commence on or about April 3, 2017 utilizing 20 accrued sick days concurrent with FMLA leave to the extent permitted by law, followed by New Jersey Family Leave (unpaid by the Board of Education, with health benefits) with an expected return date on or about September 5, 2017.

F4. Approval of Leave of Absence – It is hereby moved, upon recommendation of the Superintendent, that the Board approves an Unpaid Leave of Absence for Melanie Bieber to commence on or about May 1, 2017; after utilizing 9 accrued sick days which will end on or about May 11, 2017, Ms. Bieber will then be placed on unpaid leave without health benefits through June 30, 2017.

F5. Approval of Part-Time ESL Teacher for the 2016-2017 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the appointment of Lisa Glick as Part-Time (.56) ESL Teacher, effective on or about February 27, 2017, at MA Step 1, at a salary of \$52,710 (to be prorated from date of hire) (pending medical requirements).

F6. Approval of Workshops/Conferences for the 2016-2017 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
Melanie Bieber	World of Resources-CIACC Liaisons	Paramus, NJ	3/10/17	\$0	\$5.93

Judith McGavin	NJIDA Conference: Matching Interventions to Reasons for Reading Difficulties	Garwood, NJ	3/24/17	\$195 (registration fee)	\$18.97 + tolls
James Butcher	NAfME Eastern Division Conference	Atlantic City, NJ	4/5/17, 4/6/17, 4/7/17, 4/8/17	\$180 (registration fee) \$297 (hotel for 3 nights @ \$99/night)	\$84.94 + tolls
Carol Richardi	NAfME Eastern Division Conference	Atlantic City, NJ	4/5/17, 4/6/17, 4/7/17, 4/8/17	\$180 (registration fee) \$297 (hotel for 3 nights @ \$99/night)	\$84.94 + tolls
Denise Kuehner	Science Curriculum Writing (grades 3-5)	Oradell, NJ	1/31/17, 2/7/17, 2/14/17, 3/21/17, 3/28/17, 4/5/17, 5/9/17, 5/25/17	Curriculum Rate: \$50/hr. x 27 hrs. = \$1,350	\$0
John Walsh	Odyssey of the Mind 2017 Liberty Regional Tournament	South Plainfield, N.J.	3/4/17	\$0	50.00 + tolls

**G. POLICY – Mrs. Nancy Shapiro stated she had no report at this time.**

**H. PUBLIC RELATIONS – Mrs. Rita Walker stated she had no report at this time.**

**I. NJSBA/BCSBA DELEGATE REPORT – Mr. John Walsh stated he had no report at this time.**

**XII. OPEN TO THE PUBLIC – None**

**XIII. OLD BUSINESS – None**

**XIV. NEW BUSINESS –**

**Mrs. Rita Walker stated that she was impressed with the effort of the school community to add the on-line option portal to help support donation requests for the Jump-Rope for Heart. Mrs. Christine Robertson wanted confirmation that the new RICE notice procedures were in place. Mr. Paul J. Saxton, Superintendent stated yes, the required implementation was already in place.**

**XV. CLOSED SESSION –**

***A motion by Mrs. Christine Robertson, seconded by Dr. Eugene Westlake, to enter into a short closed session to discuss administrative concerns at 7:50 p.m.***

***A motion by Dr. Eugene Westlake, seconded by Mr. Greg Derian to close the session at 8:04 p.m.***

***(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.

**XVI. ADJOURNMENT –**

*A motion by Dr. Eugene Westlake, seconded by Mr. John Walsh, and carried a roll-call vote of 8-0 (Mrs. Mary Katherine Norian was absent) to adjourn the meeting at 8:06 p.m.*

**Respectfully submitted,**



**Scott T. Bisig**  
**School Business Administrator/Board Secretary**