

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

September 13, 2017

MINUTES

I. *The Meeting was called to order by President Watson-Nichols at 7:32p.m.*

II. *The Flag Salute was led by Mr. Oddo.*

III. *The Sunshine Law Statement was read by President 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 Mrs. Norian.*

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: *Mrs. Norian, Mr. Oddo, Mrs. Walker, Mrs. Shapiro, Dr. Westlake, Mrs. Watson-Nichols*

Absent: *Mr. Derian, Mr. Walsh, Mrs. Robertson*

Also present were Dr. John Anzul, Superintendent, Eileen Gallagher, Administrative Assistant to the Superintendent, 2 members of the OPS Administration, 3 members of the teaching staff and approximately 10 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

VII. BOARD PRESIDENT'S REMARKS

VIII. SUPERINTENDENT'S REPORT –

Dr. John Anzul spoke about the recent Communications Survey and reviewed the results.

IX. BUSINESS ADMINISTRATOR'S REPORT

X. MINUTES

A motion by Dr. Westlake, seconded by Mrs. Norian and carried a roll call 4-0 (Mr. Derian, Mr. Walsh and Mrs. Robertson were absent)(Mr. Oddo and Mrs. Shapiro abstained) the Board approved the July 26, 2017 minutes.

REVIEW OF MEETING MINUTES -

- August 23, 2017 – Work/Business Session

APPROVAL OF MEETING MINUTES –

- July 26, 2017 - Work/Business Session

XI. COMMITTEE REPORTS/ACTION

A. ADMINISTRATIVE ITEMS –

A motion by Mr. Oddo, seconded by Dr. Westlake and carried a roll call 6-0 (Mr. Derian, Mr. Walsh and Mrs. Robertson were absesnt) the Board approved A1, A2.

- A1. To Accept the District Professional Development Plan & Approve the Submission of the Annual Statement of Assurance

WHEREAS, the Oradell Board of Education is required to annually submit a Statement of Assurance that we are in compliance with NJ-DOE Regulations regarding updating of a District Professional Development Plan; and

WHEREAS, a copy of said Professional Development Plan is attached hereto.

NOW THEREFORE, BE IT RESOLVED, that the Board of Education herewith accepts the District Professional Development Plan, and approves submission of the Annual Statement of Assurance for SY 2017-2018.

- A2. To Accept the District Mentoring Plan & Approve the Submission of the Annual Statement of Assurance

WHEREAS, the Oradell Board of Education is required to annually submit a Statement of Assurance that we are in compliance with NJ-DOE Regulations regarding updating of a District Mentoring Plan; and

WHEREAS, a copy of said Mentoring Plan is attached hereto.

NOW THEREFORE, BE IT RESOLVED, that the Board of Education herewith accepts the District Mentoring Plan, and approves submission of the Annual Statement of Assurance for SY 2017-2018.

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

A motion by Mr. Oddo, seconded by Dr. Westlake and carried a roll call 6-0 (Mr. Derian, Mr. Walsh and Mrs. Robertson 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 approve the following requests for use of school facilities for the 2017-2018 School Year:

Organization	Event	Area of Building	Date(s)	Time	Custodian OT	Facility Charge
Oradell Recreation	Halloween Party	MPR C & D	10/27/17	5:00 – 9:00 PM	-0-	\$15
River Dell Junior Cheer	Cheer Photos	Front Lawn	9/19/17	3:30 – 5:00 PM	-0-	-0-
Tekeyan Cultural Assoc.	Theatrical Presentation	Auditorium	10/27/17 10/28/17 10/29/17	6:00 – 8:00 PM 4:00 – 11:00 PM 2:00 – 8:00 PM	-0- (approx.) 8 hrs @ \$54.69 p/hr (approx.) 7 hrs @ 72.92 p/hr Total \$950 (approx.)	\$2300 approx.
Oradell Rec. Jr. Basketball	Tryouts	GYM	10/14/17 10/21/17	8:30 AM – 3:00 PM 8:30 AM – 12:00 PM	(approx.) 12 hrs @ 54.69 p/hr \$660 (approx.)	\$15 per day = \$30
Oradell Rec. Jr. Basketball	Practices/Games	GYM (MWF) GYM (T/TH) MPR A & B (M-TH) GYM MPR A & B GYM	11/13/17 – 3/12/18 11/28/17 – 3/13/18 11/27/17 – 2/15/18 <u>Saturdays</u> 12/2/17 – 12/16/17 1/6/18 – 3/10/18 <u>Saturdays</u> 12/2/17 – 2/10/18 <u>Sundays</u> 1/7/18 – 3/11/18	4:30 – 9:30 PM 4:30 – 9:30 PM 7:00 – 9:00 PM 8:00 AM – 3:00 PM 8:00 AM – 6:00 PM 8:00 AM – 4:00 PM 12:15 PM – 6:00 PM	-0- -0- -0- (approx.) 115 hrs @ \$54.69 p/hr Total \$6,300 (approx.) (approx.) 70 hrs @ \$72.92 p/hr Total \$5,110 (approx.)	\$15 per day for the BB season

Odyssey of the Mind/OK Kids Foundation	Odyssey of the Mind Practice	Room 217, 3 rd /4 th Grade Hallway	<u>W/TH/FRI</u> 9/15/17 – 1/26/18	<u>Wednesdays</u> 2:30 – 10:00 PM <u>Thursdays/Fridays</u> 3:00 – 10:00 PM	-0-	-0-
		MPR C & D	<u>Saturdays</u> 12/2/17, 12/9/17 12/16/17	8:00 AM – 3:00 PM	-0-	-0-
			<u>Saturdays</u> 1/6/18, 1/13/18 1/20/18, 1/27/18	8:00 AM – 6:00 PM	-0-	-0-
			<u>W/TH/FRI</u> 1/31/18, 2/1/18, 2/2/18, 2/7/18, 2/8/18, 2/9/18, 2/14/18, 2/15/18, 2/16/18, 2/22/18, 2/23/18, 2/28/18, 3/1/18, 3/2/18, 3/7/18, 3/8/18, 3/9/18, 3/14/18, 3/15/18, 3/16/18, 3/21/18, 3/22/18, 3/23/18, 3/28/18, 3/29/18	<u>Wednesdays</u> 2:30 – 10:00 PM <u>Thursdays/Fridays</u> 3:00 – 10:00 PM	-0-	-0-
			<u>Saturday</u> 2/24/18	8:00 AM – 2:00 PM	-0-	-0-
		Hallway by Room 138	2/24/18	2:00 – 8:00 PM	-0-	-0-
Kindergarten Book Club	Book Club	Room 152 Room 151 Room 152	10/25/17 2/7/18 5/16/18	2:30 – 3:30 PM 2:30 – 3:30 PM 2:30 – 3:30 PM	-0-	-0-
Oradell PTA	Oradell BOE Candidates Night	Auditorium	10/16/17	7:00 – 10:00 PM	-0-	-0-

C. **CURRICULUM** – Mrs. Walker, Chairperson

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

A motion by Dr. Westlake, seconded by Mrs. Walker and carried a roll call 6-0 (Mr. Derian, Mr. Walsh and Mrs. Robertson were absent) the Board approved D1, D2, D3, D4, D5, D6, D7, D8, D9, D10, D11.

- D1. 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.
- D2. Cooperative Pricing Agreement with the Hunterdon County Educational Services Commission for the 2017-2018 School Year – It is hereby moved that the Board approves the Cooperative Pricing Agreement between the Oradell Board of Education and the Hunterdon County Educational Services Commission for SY 2017-2018 at no annual fee.
- D3. Cooperative Pricing Agreement with the U.S. Communities Government Purchasing Alliance for the 2017-2018 School Year– It is hereby moved that the Board approves the Cooperative Pricing Agreement between the Oradell Board of Education and the U.S. Communities Government Purchasing Alliance for SY 2017-2018 at no annual fee.
- D4. Cooperative Pricing Agreement with PEPPM National Cooperative for the 2017-2018 School Year– It is hereby moved that the Board approves the Cooperative Pricing Agreement between the Oradell Board of Education and the PEPPM National Cooperative for SY 2017-2018 at no annual fee.
- D5. Cooperative Pricing Agreement with Educational Services Commission of NJ for the 2017-2018 School Year – It is hereby moved that the Board approves the Cooperative Pricing Agreement between the Oradell Board of Education and the Educational Services Commission of NJ for SY 2017-2018 at no annual fee.
- D6. Approval of Procurement of Goods – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following:

WHEREAS, Title 18A:18A-10 provides that “A Board of Education without advertising for bids, or having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property”, and

WHEREAS, the Oradell School District Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Oradell School District Board of Education desires to authorize its purchasing agent for the period July 1, 2017 to June 30, 2018 to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED, that the Oradell School District Board of Education does hereby authorize the district purchasing agent to make purchase of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as indicated on the State of New Jersey website at:

<http://state.nj.us/treasury/purchase/pricelists.shtml>

- D7. Approval of Representatives Requesting State and Federal Funds – It is hereby moved, upon the recommendation of the Superintendent, that the Oradell Board of Education approves the Superintendent and/or the Business Administrator/Board Secretary to be designated as the Board’s Agents to Request State and Federal Funds for SY 2017-2018.
- D8. Approval of Professional Services Agreement for 2017-2019 – It is hereby moved upon recommendation of the Superintendent, that the Board authorizes the Business Administrator/Board Secretary to renew an agreement with the Bergen County Department of Health to offer bloodborne pathogen training at a cost per participant of \$18.00; and Hepatitis B vaccinations at a cost of \$64.00 per vaccine dose; and a three (3) dose series cost per participant at \$192.00; as part of the bloodborne pathogen compliance program for a two (2) year term for SY 2017-2019.
- D9. Approval of School Funds Investor – It is hereby moved, upon recommendation of the Superintendent, that the Oradell Board of Education designate the Business Administrator/Board Secretary as the School Funds Investor for SY 2017-2018.
- D10. Approval of Special Education Programs/Services for 2017-2018 School Year – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Programs/Services as per the student’s IEP for the 2017-2018 School Year:

Student #	School/Program/Service	Tuition/Cost to District
9289274734	The Learning Center for Exceptional Children	\$27,750 (cost of one to one aide)

- D11. Acceptance and Approval of the ESIP payment for August 2017 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the payment made to Johnson Controls for the ESIP (Energy Savings Improvement Program) for August 2017 for \$95,229.30. The district is withholding set percentages based on each ECM (Energy Conservation Measures) until completed.

E. **PERSONNEL** – Mrs. Robertson, Chairperson

A motion by Mrs. Walker, seconded by Dr. Westlake and carried a roll call 6-0 (Mr. Derian, Mr. Walsh and Mrs. Robertson were absent) the Board approved E1, as amended.

E1. Approval of Personnel Items. (See attached Personnel Committee Report)

F. **POLICY** – Mrs. Shapiro, Chairperson

Mrs. Shapiro presented the first reading of Policy #9322.

F1. First reading of the following Bylaw:

Bylaw #	Description
9322	Public And Executive Sessions

G. **PUBLIC RELATIONS** – Mrs. Norian, Chairperson

H. **NJSBA/BCSBA DELEGATE REPORT** – Mr. Walsh, Delegate

XII. OPEN TO THE PUBLIC -

Three members of the public spoke about the smooth start of the school year and appreciated all the work done by the teachers. They also spoke about various other topics.

One member of the teaching staff thanked the administrative team for a smooth transition to the start of the school year and also thanked the Oradell PTA for their support.

Mrs. Walker thanked Lukas Klemer for arranging and setting up for the Google Docs presentation.

Mrs. Shapiro stated that Back to School Night was a success. She also stated she enjoyed seeing the projects on the walls so quickly and commented on the summer reading project. She was also happy to hear that Odyssey of the Mind was opened to all 5th & 6th graders.

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. CLOSED SESSION –

A motion by Mrs. Walker, seconded by Mrs. Norian the Board entered closed session at 8:08p.m. Mr. Walsh arrived at 8:15p.m., Dr. Westlake left at 8:25p.m.

A motion by Mrs. Norian, seconded by Mr. Oddo (Mr. Derian and Mrs. Robertson were absent) to exit closed session at 8:30p.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. *A motion by Mrs. Norian, seconded by Mrs. Walker the meeting was adjourned at 8:30p.m.*

Respectfully Submitted,



Scott T. Bisig

Business Administrator/Board Secretary

Attachment:E1

Oradell Board of Education/
Personnel Committee Report Addendum
September 13, 2017

I. RETIREMENTS/RESIGNATIONS/TERMINATIONS:

A. That the Board of Education ratify the action of the Superintendent that the resignation(s) of the following individual(s) be accepted on the date(s) indicated:

Last Name	First Name	Position / Position Code #	Effective Date
Adona	Jennifer	School Psychologist PC# 73104	September 14, 2017 September 1, 2017
Conforti	Lisa	Basic Skills Teacher PC #04136	October 22, 2017 September 1, 2017

II. NEW HIRES/APPOINTMENTS:

A. That the Board of Education ratify the action of the Superintendent that the following certified individual(s) be appointed to the certified position(s) indicated at the salaries listed for the 2017-2018 SY, effective as listed
(Pending receipt of appropriate required documentation):

Last Name	First Name	Position / Position Code #	Salary	Replacing	Effective Date
Cleary	Jean	Part Time ESL Teacher (.56) PC #04778	MA, Step 1 \$29,517.60 MA +15, Step 1 \$30,226	Lisa Glick	September 1, 2017
Combs	Chelsey	School Psychologist PC #73104	MA Step 2 MA +30, Step 2 \$56,275	Jennifer Adona	September 1, 2017
Lipton	Jenna	Supervisor of Instruction (.5 Part Time) PC #73063	\$42,136.00 Pro-rated	Julia Diminich	September 1, 2017 September 6, 2017
Stecher	Taylor	2 nd Grade Teacher PC #04314 Tenure Track	BA Step 2 \$50,580	Lisa Conforti	9/1/2017

Tucker	Jeffrey	Leave Replacement 3 rd Grade PC #04134	MA, Step 1 \$52,710	Jennifer Amoroso	9/1/2017
DellaMonica	Alexa	Maternity Leave Replacement: K-2 LLD PC#07574	\$90.00 per diem 1 st -20 days; \$125.00 per diem 21 st day forward BA, Step 1 \$50,180	Michelle Garrido	9/1/2017-3/10/2018

**Until a contract is ratified for the 2017-2018 school year by the Oradell Board of Education and the Oradell Education Association, the 2015-2016 salary guide will remain in effect until otherwise stated. All adjustments will be made after settlement of a new contract.*

B. Appointment of Lunch Aides for 2017-2018 SY:

(Pending receipt of appropriate required documentation):

Last Name	First Name	Salary	Effective Date/
Shin	Yeonjoo	\$12.60 per session	9/14/2017
Fontana	Marianne	\$12.60 per session	9/14/2017

C. Appointment of Substitute Teachers for the 2017-2018 SY:

(Pending receipt of appropriate required documentation):

Last Name	First Name	Position		Salary	Effective Date
		Substitute Teacher	Substitute Aide		
Benson	Carol Ann	X	X	\$90 per day	9/15/2017
Leyden	Sandra	X	X	\$90 per day	9/15/2017
Sconza	Michael	X	X	\$90 per day	9/1/2017
Cabany	Karen	X	X	\$90 per day	9/15/2017

III. TRANSFERS/REASSIGNMENTS:

Name	From Position	To Position	Replacing	Effective Date
Estelle Haberman	24.5 Hour Instructional Aide PC#04589	Special Education Teacher PC#04136	Jane Jeffs	9/1/2017
Kimberly Sheridan	3 rd Grade Teacher PC #04314	BSI-Language Arts PC #04136	Lisa Conforti	9/1/2017

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IV. LEAVE OF ABSENCE:

Approval of Leave of Absence-It is hereby moved, upon recommendation of the Superintendent that the Board approves the following Leave of Absence:

Name	Type of LOA	Date Start	Date End
Michelle Garrido	Childbirth Disability	9/7/2017	9/29/2017
		9/5/2017	9/28/2017
	FMLA	9/30/2017 9/29/2017	12/18/2017 1/5/2018
	Child Care Leave No Health Benefits	1/6/2018	3/10/2018

V. SALARY ADJUSTMENTS/REIMBRUSEMENTS/PAYOUT OF

Provisional Teacher Name	Provisional Teacher Certification	Mentor	Mentor Certification	Start Date
DellaMonica, Alexa	Teacher of Students with Disabilities	Christine Wood	Teacher of the Handicapped	9/5/2017
Stecher, Taylor	Teacher of Preschool Through Grade 3	Adriana Velardi	Teacher of Preschool Through Grade 3	9/5/2017

- VI. DAYS/LONGEVITY:
- VII. EMPLOYMENT STATUS CHANGES:
- VIII. REVISIONS:

IX. SCHOOL ACTIVITIES/PROGRAMS:

A. Approval of Workshops/Conferences for the 2017-2018 SY– It is hereby moved upon recommendation of the Superintendent that the Board approves the following Workshops/Conferences:

Attendee	Conference/ Workshop	Sponsoring Agency	Location	Date(s)	Cost	Travel
Brian Mistretta	Affirmative Action Officer Certificate Program	NJPSA/FEA	Monroe Township, NJ	10/10/17, 3/13/18, 4/26/18	\$450	\$136.02

Carole Natiello	Everyone Has A Right to Read	NJIDA	Somerset, NJ	10/13/17	\$190	\$42.58
Michelle Hawley	Anti-Bullying Specialist Certificate	NJPSA/FEA	Monroe Township, NJ	9/25/17, 9/26/17, 9/29/17	\$450	\$164.40

B. Approval of Morning Monitors for the 2017-2018 SY – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following staff member(s) as Morning Monitors at \$7.20 per 15 minute session for the 2017-2018 SY:

Last Name	First Name	Position	Salary
Pizza	Melissa	Morning Monitor	\$7.20 per session

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C. Approval of Grade Level Chair Stipends for the 2017-2018 SY – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Grade Level Chair Stipends for the following staff members for the 2017-2018 SY:

Last Name	First Name	Grade Level	Stipend
Pizza	Melissa	3 rd Grade	\$500

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X. INTERNS/TUTORS/VOLUNTEERS:

XI. SPECIAL ISSUES:

Job Title	Hours	Compensation
Recording Technician	TBD	\$40.00 per hour \$25.00 per hour