

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

**April 25, 2018**

**MINUTES**

**I. *The meeting was called to order by President Watson-Nichols at 6:30 p.m.***

**II. ROLL CALL**

**Present:** Mr. Griffin, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Dr. Westlake, Mrs. Robertson, Mrs. Watson-Nichols

**Absent:** Mrs. Norian, Mr. Oddo

*Also present were Dr. John Anzul, Superintendent, Mrs. Nicole C. Schoening, Business Administrator/Board Secretary*

**III. CLOSED SESSION**

*A motion by Dr. Westlake seconded by Mrs. Shapiro and carried a roll call of 7-0 (Mrs. Norian was absent) to go into executive session.*

**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.

**IV. RECONVENE -*The meeting was reconvened by President Watson-Nichols at 7:30 p.m.***

**V. *The Flag Salute was led by Jeremy Griffin***

**VI. *The Sunshine Law Statement was read by President Watson- Nichols***

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.

**VII. *The Mission Statement was read by Andrew Oddo***

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

**VIII. ROLL CALL**

**Present:** Mr. Griffin, Mr. Oddo, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Dr. Westlake, Mrs. Robertson, Mrs. Watson-Nichols

**Absent:** Mrs. Norian

*Also present were Dr. John Anzul, Superintendent, Mrs. Nicole C. Schoening, Business Administrator/Board Secretary, 4 members of the Administration and approximately 4 members of the public.*

**IX. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY-*none***

**X. BOARD PRESIDENT'S REMARKS -**

A. Information/Discussion Items:

- *President Watson-Nichols commended The Odyssey of the Mind team on their amazing work at the tournament and that the team qualified for the state competition. President Watson-Nichols also introduced Jeff Merlino, Board Counsel.*

**XI. SUPERINTENDENT'S REPORT -**

A. Information/Discussion Items:

- *Dr. Anzul reported attendance for January 2018:*
  - *Student Enrollment: 745*
  - *Student Attendance: 95.59%*
  - *Staff Attendance: 96.97%*

## **XII. BUSINESS ADMINISTRATOR'S REPORT -**

**A. 2018-2019 Budget Hearing - Mrs. Schoening made a presentation on the 2018-2019 proposed budget . President Watson-Nichols called for any questions or comments from the Board. Mrs. Walker and Mrs. Shapiro both thanked Mrs. Schoening for the clarification on the tax levy impact to the homeowner. President Watson-Nichols called for any questions or comments from the Public.**

- **Dorothea Durand -**

- 1. Liked the slide on the clarification of the tax levy impact**
- 2. Questioned the proposed roof work**
  - **President Watson Nichols responded that the repairs are necessary**
- 3. Asked if the solar panels were up and running**
  - **President Watson Nichols responded yes**
- 4. In regard to the "Employee Benefit Details" section in the detailed 18-19 budget document, asked why the Superintendent's salary wasn't updated to match the BOE approved Addendum to the Superintendent's contract**
  - **President Watson-Nichols asked Mrs. Schoening to respond who stated as per DOE 18-19 budget guidelines, contractual information is effective as of January 1, 2018**
- 5. Commented that she would like to have seen the budget go down lower than 1.8%**
  - **President Watson-Nichols responded that the original budget submitted to the Finance Committee came in at 2% but they directed the BA to go to 1.8%. The District had to account for teacher negotiations increasing 3%, health insurance premiums increasing 10% , and increases in special education costs. Mrs. Walker commented that when she and Mrs. Shapiro attended a joint meeting with Bergen and Passaic counties, the biggest complaint amongst the participants was the increasing tuition costs for out of district private schools.**

## **XIII. MINUTES -**

**A motion by President Watson- Nichols , seconded by Mrs. Walker and carried by a roll call vote of 7-0 (Mrs. Norian was absent) the Board approved the following minutes for March 15 and March 28, 2018:**

### **REVIEW OF MEETING MINUTES**

- **April 11, 2018 Work/Business Session**
- **April 12, 2018 Special Work/Business Meeting**

### **APPROVAL OF MEETING MINUTES**

- March 15, 2018 Work/Business Section
- March 28, 2018 Special Work/Business Meeting

**XIV. COMMITTEE REPORTS/ACTION**

**A. ADMINISTRATIVE ITEMS -none**

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

*A motion by Mr. Oddo, seconded by Mr. Walsh and carried by a roll call vote of 7-0 (Mrs. Norian was absent) the Board approved B1.*

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 2017-2018 SY:

Organization	Event	Area of Building	Date(s)	Time	Custodian OT	Facility Charge
River Dell Junior Cheer	Junior Cheer Registration & Apparel Sale	<u>MPR C &amp; D</u>	05/23/18	4:30 pm-7:30 p.m	0	\$15
Girl Scout Troop #4479	Bake Sale	<u>Front Lawn</u>	5/07/18, 5/15/18	2:45-3:45	0	0
Music Department	School Musical	<u>Auditorium, MPR C &amp; D, Music Rooms</u>	05/19/18	8:00 A.M.-2:00 P.M.	0	0

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

*Mrs. Walker stated that the Curriculum Committee had a productive meeting gave a special thanks to Mr. Hagopian and Mrs. Hawley.*

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

*A motion by Mrs. Shapiro, seconded by Dr. Westlake and carried a roll call vote of 7-0 (Mrs. Norian and President Watson-Nichols were absent) the Board approved D1, D2, D3, D4, D5, D6, D7.*

**D1. Adoption of the Final 2018-2018 School District Budget**

BE IT RESOLVED, that the school budget be approved for the 2018-2019 School Year as follows:

General Fund	\$12,966,789
Restricted Special Revenue	\$ 358,319
Debt Service	<u>\$ 527,850</u>
Total Budget	\$13,852,958

AND, BE IT RESOLVED, that the Oradell Borough Board of Education includes in the final budget a withdrawal from the Capital Reserve Account in the amount of \$630,000, to support the replacement of the B-Wing, Art Wing, and E Wing roofs at Oradell Public School;

AND, BE IT FURTHER RESOLVED that the following General Fund and Debt Service tax levies be approved to support the 2018-2019 budget:

General Fund	\$11,459,631
Debt Service Fund	\$ 527,850

**D2. Approval of a Maximum Travel Expenditure for 2018-2019 School Year**

**WHEREAS**, Pursuant to *N.J.S.A.* 18A:11-12, in each pre-budget year, the Oradell Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

**WHEREAS**, The Oradell Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State and local funds; and

**WHEREAS**, The Oradell Board of Education had previously established a maximum amount for the pre-budget year 2017-2018 as \$9,000; and

**WHEREAS**, The Oradell Board of Education has expended \$870 of the maximum amount for the pre-budget year to date; and

**RESOLVED**, That the Oradell Board of Education hereby establishes the maximum travel expenditure amount for the 2018-2019 school year as \$31,760.

- D3. **Hand Check Register for January 2018**-It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board approved the disbursements on the January 2018 hand check register in the amount of \$857,277.47

These amounts represent the bi-monthly payrolls that are posted in the financial software in addition to any other disbursement posted via wire transfer and are posted with the date of the transaction as a check number

- D4. **Hand Check Register for February 2018**-It is hereby moved, upon the the recommendation of the Business Administrator/Board Secretary, that the Board approved the disbursements on the February 2018 hand check register in the amount of \$1,176,044.06

These amounts represent the bi-monthly payrolls that are posted in the financial software in addition to any other disbursement posted via wire transfer and are posted with the date of the transaction as a check number

- D5. **Hand Check Register for March 2018**-It is hereby moved, upon the the recommendation of the Business Administrator/Board Secretary, that the Board approved the disbursements on the March 2018 hand check register in the amount of \$692,996.69

These amounts represent the bi-monthly payrolls that are posted in the financial software and are posted with the date of the transaction as a check number

- D6. **Check Register for April 25, 2018** - It is hereby moved, upon recommendation of the Business Administrator/Board Secretary, that the Board approves the disbursements on the April 25, 2018 Check Register in the amount of \$477,424.85, check numbers #17484-17519

- D7. **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 for the 2017-2018 school year:

Student #	School/Program/Service	Tuition/Cost to District
2410898416	ABA programs/services for 2017-2018 SY	\$3,000
2410898416	Valley Program/Northern Valley School District	\$13,438.18

**E. NJSBA/BCSBA DELEGATE REPORT - Mr. Walsh, Delegate-*none***

**F. PERSONNEL/NEGOTIATIONS – Mrs. Robertson, Chairperson - *none***

*A motion by President Watson- Nichols seconded by Mrs. Walker and carried by a roll call vote of 7-0 (Mrs. Norian was absent) the Board approved F1.*

F1. It is hereby moved, upon recommendation of the Superintendent, that the Board accepts and approves the Personnel Committee Report dated April 25, 2018.

**G. POLICY – Mr. Griffin, Chairperson**

*Mr. Griffin commented that the Committee is looking at Policy Management Systems.*

G1. First Reading of the following policies:

<b>POLICY#</b>	<b>DESCRIPTION</b>
5118.2	Foster Care and Educational Stability
5118.2-R	Regulation - Foster Care and Educational Stability
6147	Standards of Proficiency
3453	School Activity Funds

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

- *Mr. Griffin made a statement that they are looking into update the District Website and a mobile app.*

**I. TRI DISTRICT/SHARED SERVICES - Dr. Westlake, Chairperson-*none***

**XV. OPEN TO THE PUBLIC**

- *Dorothea Durand*
  - *Asked when the Board receives the agenda for the upcoming meeting and can the it be posted at the same time. President Watson-Nichols responded that the the Board needs to review the agenda prior to the posting to the website*
  - *Commented on the poor attendance at the budget hearing and at the strategic planning meeting. Mr. Griffin stated that this issue is being discussed at the Public Relations Committee meeting*

**XVI. OLD BUSINESS-*none***

**XVII. NEW BUSINESS**

- *Mrs. Shapiro asked for a status on the lower level renovation project. Dr. Anzul responded that the architect is working on a cost estimate*
- *Mr. Walsh commented that there is a conference on 5/3/18 discussing fully funding schools*

**XVIII. CLOSED SESSION**

*A Motion by Dr. Westlake seconded by Mrs. Walker, made a motion to go into an executive session at 8:00 p.m.*

**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.

**XIX. ADJOURNMENT**

- *A motion by Mrs. Walker, seconded by Mr. Walsh, the meeting was adjourned at 9:07 p.m.*

*Respectfully Submitted,*



*Nicole C. Schoening, CPA, SFO  
Business Administrator/Board Secretary*



**Oradell Board of Education/  
Personnel Committee Report Addendum  
April 25, 2018**

**The Superintendent, in consultation with the Personnel Committee, recommends the following:**

**I. RETIREMENTS/RESIGNATIONS/TERMINATIONS:**

A. That the Board of Education accepts the resignation(s) of the following individual(s) on the date(s) indicated:

Last Name	First Name	Position/ Position Code#	Effective Date
Combs	Chelsea	School Psychologist PC#3116-0009	April 26, 2018
Stecher	Taylor	Teacher PC#4314	June 22, 2018

**II. NEW HIRES/APPOINTMENTS:**

A. That the Board of Education approves the following individual(s) be appointed as Substitute Teacher(s)/ Substitute Aide(s) at the salaries listed for the 2017-2018 SY, effective as listed:

Last Name	First Name	Substitute		Salary	Effective Date
		Teacher	Aide		
Marks	Nicole	X	X	\$90 Per Day	04/26/18

*\*Pending receipt of appropriate required documents*

**III. TRANSFERS/REASSIGNMENTS: NONE**

IV. LEAVES OF ABSENCE: NONE

V. SALARY ADJUSTMENTS/REIMBURSEMENTS/PAYOUT OF DAYS/LONGEVITY:

A. That the Board of Education approves the salary adjustment for the following teacher on the date indicated:

Name	Position / PC#	Previous Position on Salary Step/Guide	New Position on Salary Step/Guide	Effective Date
Cleary, Jean	Teacher-ESL PC #04778	1/A MA+15 \$30,786 (.56 FTE \$54,975)	1/A MA+15 (1 FTE) \$54,975	4/19/18

*Note - The increase in this position is being funded in part with Title III funds*

B. To ratify the action of the Superintendent that the following staff member be compensated at her contractual hourly rate in order to assist the School Business Administrator in the processing of the District's payroll while the position of the Payroll/Benefits Manager is vacant.

Name	Position / PC#	Hourly Rate	Effective Date
Gallagher, Eileen	Secretary to the Superintendent	\$31.25	4/23/2018

C. Revision of Approval of Staff for Title 1, Session 3 Before School program for 2017-2018 SY - It is hereby moved, upon recommendation of the Superintendent, that the Board revise the approval of the following staff members for Session 3 (~~April 16, 2018-May 31, 2018~~) (April 23, 2018 to June 7, 2018) of the Title I Before School Program for 2017-2018 SY, in the amount not to exceed \$2,700 for the 2017-2018 SY:

Last Name	First Name	Position	Classes Per Week	Tentative Number of Days in Session 3	Max Salary
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Delucia	Danielle	Title I Teacher ( <del>3-5</del> ) (3-4)	4	27 + 3 hours of plannings prior to program start	<del>\$1,215</del> \$1,350
Majka	Paige	Title I Teacher ( <del>3-5</del> ) (3-4)	4	27 + 3 hours of plannings prior to program start	<del>\$1,215</del> \$1,350

- VI. EMPLOYMENT STATUS CHANGES: NONE
- VII. REVISIONS: NONE
- VIII. SCHOOL ACTIVITIES/PROGRAMS: NONE
- IX. INTERNS/TUTORS/VOLUNTEERS: NONE
- X. SPECIAL ISSUES:

Approval of stipend for staff to participate in Stockton University's online course on Sheltered English Instruction. Staff will be paid after all course work and requirements in the stipend posting have been completed. (Paid for with Title III funds.)

Last Name	First Name	Position	Salary
Romer	Elinor	Teacher	\$450
Cleary	Jean	Teacher	\$450