

ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649
PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Auditorium
February 14, 2019

MINUTES

- I. *The Meeting was called to order by President Watson-Nichols at 7:30 p.m.*
- II. *The Flag Salute was led by Mrs. Shapiro.*
- III. *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.
- IV. *The Mission Statement was read by Mr. Griffin*
The Oradell Public School District, a safe and nurturing learning community dedicated to ongoing pursuit of educational excellence, inspires lifelong learning in its children through comprehensive, innovative curriculum and instruction. The District fully supports and expects the attainment of 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, Mr. Griffin, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Dr. Westlake, Mrs. Watson- Nichols

Absent – Mr. Levy, Mrs. Norian

Also present were Dr. John Anzul, Superintendent, 2 members of the administration, and approximately 2 members of the public.

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY - None

VII. BOARD PRESIDENT'S REMARKS

- President Watson-Nichols introduced Mr. Jeff Bliss of Lerch, Vinci, and Higgins, LLP, who presented discussed the Audit Report for the year ending June 30, 2018. After his presentation, a brief question and answer session ensued.

VIII. SUPERINTENDENT'S REPORT

- *Dr. Anzul reported the presentation scheduled for this evening by Johnson Controls has been rescheduled for the March 13, 2019 Board Meeting*
- *Dr. Anzul announced the upcoming presentations on District goals:*
 - *SEL (Social Emotional Learning) Goal Presentation on February 27, 2019*
 - *Academic Goal Presentation on March 13, 2019*
 - *Facilities Goal Presentation will be addressed in the Buildings and Grounds section of the agenda*
- *Dr. Anzul reported attendance for January 2019:*
 - *Student Enrollment 764*
 - *Student Attendance 95.21%*

IX. BUSINESS ADMINISTRATOR'S REPORT - None

X. MINUTES

A motion made by Mr. Walsh, seconded by Mr. Griffin, and carried a roll call vote of 6-0-1 (Mrs. Levy and Mrs. Norian were absent), the Board approved the January 7, 2019 minutes.

REVIEW OF MEETING MINUTES

- January 22, 2019 Work/Business Section

APPROVAL OF MEETING MINUTES

- January 7, 2019 Work/Business Section

XI. COMMITTEE REPORTS/ACTIONS

A motion made by Mr. Derian, seconded by Mrs. Walker, and carried a roll call vote of 7-0 (Mrs. Levy and Mrs. Norian were absent), the Board approved AI.

A. ADMINISTRATIVE ITEMS

A1. HIB Report for February 2019 – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts HIB reports #1.22.19.1 as reported by the Superintendent to the Board of Education.

B. BUILDING & GROUNDS/ SAFETY- Mr. Derian, Chairperson

Mr. Derian briefly reviewed the last Committee Meeting that was held and referred to a document distributed to the Board discussing proposed changes in room usage. Conversation ensued amongst the Board.

A motion made by Mr. Derian, seconded by Mrs. Walsh, and carried a roll call vote of 5-1 (Mrs. Levy, Mrs. Norian, and Dr. Westlake were absent), the Board approved B1, B2.

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	Custodial OT	Facility Charge
OPS Odyssey of the Mind (Group A)	Preparation and Rehearsal for State & World Finals	MPR C&D	Sundays 02/03/19 02/10/19 02/24/19 03/03/19 03/10/19	12:15pm-5:15pm	To be paid by parents of participants if needed – not to exceed \$2,000	\$0.00
All the World's a Stage (Group D)	Theater Program Children ages 7-14	Auditorium	6/26/19-7/12/19 7/4/19 7/15/19-7/18/19 7/19/19 7/19/19	8:45am-12:45 pm NO CLASS 8:45am-2:45 pm 8:45 am-12:45 pm 6:00pm-10:00 pm	\$0.00 \$0.00 \$0.00 4 hours <u>x \$62.01</u> <u>\$248.04</u>	Facility Use – 16 days x 4 hours <u>x \$50 =</u> <u>\$3,200</u> 1 day x 8 hours <u>x \$50 =</u> <u>\$400</u> Total \$3,600, Air Conditioning(if requested) 17 days X \$31= <u>\$527.00</u> Technical Services \$50 per hour in increments of 4 hours if requested
6 th Grade Give Back Committee (Group A)	6 th Grade Give Back Projects – Center for Food Action	World Language Room	3/27/19	3pm-5pm	\$0.00	\$0.00

B2. Authorization to Move Forward with Proposed Facility Projects – It is hereby moved, upon recommendation of the Superintendent, that the Board authorize Parette Somjen Architects, LLP of Rockaway, NJ, to begin preliminary work on the following Facility Project Room Renovations: Basement Storage, Faculty, and Room 217.

C. CURRICULUM- Mrs. Norian, Chairperson

- *Mrs. Walker referred to the minutes distributed from their last Committee Meeting.*

D. FINANCE/ TECHNOLOGY- Mrs. Shapiro, Chairperson

Mrs. Shapiro stated that the Finance Committee is working on the preliminary budget and that they have a lot of work to do. Mrs. Shapiro also commented on the audit finding regarding the return of Federal Funds. Dr. Anzul responded.

A motion made by Mrs. Shapiro, seconded by Mr. Walsh, and carried a roll call vote of 6-0 (Mrs. Levy, Mrs. Norian and Dr. Westlake were absent), the Board approved D1, D2, D3, D4, D6, D7 and to table D5.

- D1. Hand Check Payroll Register for January 31, 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 January 31, 2019 in the amount of \$ 378,089.06.
- D2. Hand Check Register for January 31, 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 Register for January 31, 2019 in the amount of \$ 1,315.50
- D3. Check Register for February 12, 2019 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the February 12, 2019 Check Register in the amount of \$532,730.37 check numbers 019709-019744
- D4. Acceptance and Approval of 2017-2018 Comprehensive Annual Financial Report - It is hereby moved, upon recommendation of the

Business Administrator/Board Secretary, that the Board accept and approve the 2017-2018 Comprehensive Annual Financial report and the Auditor's Management Report on Administrative Findings, containing three audit recommendations to be addressed, as prepared by the firm of Lerch, Vinci, & Higgins, LLP:

Financial Planning, Accounting and Reporting

1. **Finding** – Our audit of salaries revealed certain part-time nurses eligible for enrollment in DCRP were not enrolled as of year-end.

Recommendation –The District review all part-time employees' eligibility for enrollment into the DCRP system.

2. **Finding** –Our audit revealed certain 2016-2017 federal grant program carryover funds in the amount of \$14,343 were released from the District's funds available for carryover into 2017/2018 as a result of the District's failure to expend program funds within the allowable grant period. In addition, we noted final grant expenditure reports for certain 2016/2017 federal grant programs were not in agreement with the District records. However, the final grant expenditure report for the 2017/2018 federal grant programs were in agreement with District records.

Recommendation –Greater care be exercised in the monitoring of available federal grant funds to ensure program funds are expended in the allowable grant period.

Student Body Activities:

3. **Finding** –Our audit of the student activity account revealed that a check request form, which included the purchase approval signature, was not prepared for certain disbursements

Recommendation –Check request forms be prepared and approved for all disbursements made from the student activity account.

- D5. ~~Acceptance and Approval of 2017-2018 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 2017-2018 Comprehensive Annual Financial Report (CAFR) recommendation, for submission to the New Jersey Department of Education.~~

D6. Authorization to Close State Project #3870-050-14-G1FK – It is hereby moved, upon recommendation of the Superintendent, that the Board authorizes the Business Administrator to close State Project #3870-050-14-G1FK and return unspent funds of \$9,000 to the General Fund in accordance with the Auditor’s Management Report for the year ending June 30, 2018.

D7. Approval of Special Education Medicaid Initiative (SEMI) waiver for SY 2019-2020 - 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 2019-2020 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 2019-2020 school year.

E. NJSBA/ BCSBA DELEGATE REPORT- Mr. Walsh, Delegate –Mr. Walsh commented he attended a Judge’s training for the upcoming Odyssey of the Mind competition

XII. CLOSED SESSION – *President Watson-Nichols announced that the Board was moving into Closed Session*

A Motion made by Mrs. Shapiro, seconded by Mrs. Walker (Mrs. Levy, Mrs. Norian, and Dr. Westlake were absent), the Board moved into closed session at 8:59pm.

XIII. RECONVENE

A Motion made by Mr. Griffin, seconded by Mr. Derian, the Board ended closed session and reconvened at 9:35pm. President Watson-Nichols announced the Board is continuing with the Personnel Section of the agenda.

F. PERSONNEL- Mrs. Walker, Chairperson

A motion made by Mr. Walker, seconded by Mr. Walsh, and carried a roll call vote of 6-0 (Mrs. Levy, Mrs. Norian, and Dr. Westlake were 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 February 14, 2019.

G. POLICY- Mrs. Levy, Chairperson

- *Mr. Griffin commented that the Committee is meeting next week.*

H. PUBLIC RELATIONS- Mr. Griffin, Chairperson

- *Mr. Griffin commented that the Committee is working on a new version of the District's newsletter and the Mission Statement.*

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

XIV. OPEN TO THE PUBLIC

- *Megan Bozios, Principal of OPS, commented on the history of the weekend Odyssey of the Mind practices.*

XV. OLD BUSINESS

- *Mr. Griffin requested that the PARCC data report on I districts be distributed to the Board. Dr. Anzul responded.*
- *President Watson-Nichols commented on the upcoming Bergen Chapter NJSB meeting scheduled for 3/28/19.*
- *Mr. Griffin requested that a google calendar be created and shared with the Board for committee meetings.*

XVI. NEW BUSINESS – None

XVII. CLOSED SESSION

A motion made by Mr. Walsh, seconded by Mrs. Walker, and carried a roll call vote of 6-0 (Mrs. Levy, Mrs. Norian, and Dr. Westlake were absent), the Board moved into closed session at 9:45pm.

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.

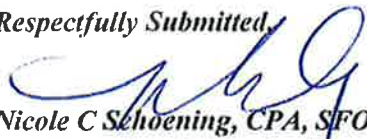
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XVIII. ADJOURNMENT

A motion made by Mr. Walsh, seconded by Mrs. Walker, the Board ended closed session at 10:56pm.

Having no further business, a motion by Mrs. Walker, seconded by Mrs. Shapiro, the meeting was adjourned at 10:57 p.m.

Respectfully Submitted,



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