

ORADELL BOARD OF EDUCATION

ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING

Oradell Public School Auditorium

January 22, 2020

MINUTES

- I.** *The meeting was called to order at 7:34pm by Mrs. Nichols.*
- II.** *The Flag Salute was led by Mrs. Norian.*
- III.** *The Sunshine Law Statement was read by Mrs. 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. Derian.*
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**

Present: Mr. Derian, Mr. Griffin, Mrs. Levy, Mrs. Nichols, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, and Mr. Walsh.

Also present were Dr. John C. Anzul, Superintendent, John M. Marmora, Business Administrator/Board Secretary, 3 members of the administration, and approximately 7 members of the public.
- VI.** **OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY - None**

VII. BOARD PRESIDENT'S REMARKS

- *Mrs. Nichols introduced 6th Grade student, Sonia Veldhuis, who placed first in the State of NJ and runner-up nationally for her essay entry in the Altice USA writing contest. Ms. Veldhuis explained the competition to the board and read her essay aloud.*
- *A commendation was given to Ms. Veldhuis by the board for her achievement.*
- *Mrs. Walker called Ms. Veldhuis's essay beautiful, Mrs. Shapiro described Ms. Veldhuis's writing style as outstanding and Mr. Griffin encouraged Ms. Veldhuis to continue writing her story.*
- *Mr. Jeffery Bliss presented on the 2018-2019 school year audit. He reported that the district is in good financial condition, presented on the district's financials and then explained the findings and recommendations from the audit.*
- *Mr. Derian noted that the presentation played out exactly how he thought. He noted the highlights of the district's financials and thanked Mr. Bliss for his guidance over the years.*
- *Mrs. Nichols commented on the current board vacancy and then read a statement prepared by the district attorney that outlined the selection process that will be used to fill the position.*
- *Mr. Griffin asked if we are still receiving applications. Mrs. Levy asked what materials the board members will be receiving. Mrs. Shapiro, Mrs. Walker and Mr. Griffin asked additional questions regarding the procedure. Mrs. Nichols responded.*
- *Mrs. Nichols gave an update on the Interim Superintendent position.*
- *Mrs. Nichols realized this could be Dr. Anzul's last board meeting and thanked him for his service to the district. She noted that finding a replacement will be a challenge and wished him good luck and a happy and healthy retirement.*
- *Mr. Griffin, Mr. Derian, Mrs. Shapiro, Mrs. Walker, Mrs. Norian and Mrs. Levy expressed their gratitude and appreciation for Dr. Anzul's service to the district and wished him good luck in his retirement.*
- *Dr. Anzul said it has been an honor to work as Superintendent of the Oradell Public School District. He spoke on the board's diversity, dedication to the district and ability to work on a shared mission. Dr. Anzul also commended his administrative team and their ability to carry forward the work and progress the district has made.*

VIII. SUPERINTENDENT'S REPORT

- *Dr. Anzul recognized Mr. Thomas Ackerman for his 25 years of service to the Oradell Public School District. Even though Mr. Ackerman will not reach 25 years of service for a few months, he specifically asked if Dr. Anzul could present this achievement in lieu of Dr. Anzul's retirement in February. Dr. Anzul presented Mr. Ackerman with a commendation and pin.*

- *Mrs. Norian shared her experience with Mr. Ackerman and thanked him.*
- *Dr. Anzul reported on the Student Safety Data System Report for July – December of 2019. The next report will be submitted in June 2020.*
- *Dr. Anzul reported on the 2018-2019 ESSA Accountability Profile.*
- *Dr. Anzul announced 3rd Grade Teacher Ms. Melissa Pizza as the recipient of the Governor’s Educator of the Year award and congratulated her.*

IX. BUSINESS ADMINISTRATOR’S REPORT

- *Mr. Marmora expressed his gratitude and appreciation to Dr. Anzul.*
- *Mr. Marmora reported that January 2020 has been proclaimed “School Board Recognition Month” by Governor Murphy and thanked all the board members for their hard work and dedication to the district.*
- *Mr. Marmora explained the process of the Personal/Relative & Financial Disclosure Statements that the board members are required to complete.*

X. MINUTES

A motion by Mr. Walsh, seconded by Mrs. Walker, the approval of the 12/11/19 Meeting Minutes and the review of Meeting Minutes of 1/6/2020 and 1/15/2020, were approved and carried by a roll call vote of 8-0.

REVIEW OF MEETING MINUTES

- January 6, 2020 Reorganization & Work/Business Section
- January 15, 2020 Special Meeting

APPROVAL OF MEETING MINUTES

- December 11, 2019 Work/Business Section

XI. COMMITTEE REPORTS/ACTIONS

A. ADMINISTRATIVE ITEMS - None

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

Mr. Derian appreciated the change in the way the Use of Facilities items were presented on the agenda.

A motion by Mr. Derian, seconded by Mr. Walsh and carried by a roll call vote of 8-0 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 SY 2019-2020 in accordance with Board Policy #1330:

	Organization	Event	Area of Building	Date(s)	Time	Custodian OT	Facility Charge
1	RD Lacrosse (Category B)	Practice & Drills	MPR A-D	Various Sundays	9 hours	(APPROX) 5 Days@ 9hrs <u>45hrs@\$85.99</u> total \$3,869.55	(APPROX) \$15 per Day 5 Days = \$75
2	RD Lacrosse (Category B)	Practice & Drills	MPR A&B	Various weekdays	3 hours	0	(APPROX) 6 Days@\$15 per Day=\$90
3	RD Lacrosse (Category B)	Practice & Drills	GYM	Various weekdays	5 hours	0	(APPROX) 7 Days@ \$15 per Day =\$105
4	Oradell Public School (Category A)	HoOps Basketball Program	GYM	Various days (8)	2 hours	0	0
5	6 TH Grade Class Parents (Category A)	Spring Fling	MPR A-D	4/17/20	9.5 hours	0	0
6	OEA (Category A)	Dance-A-Thon (rescheduled from 1/14/20)	MPR A-D	3/11/20	1.5 hour	0	0

C. **CURRICULUM-** Mrs. Norian, Interim Chairperson

Mrs. Norian reported on the meeting that took place earlier in the evening which included a presentation by Mrs. Amy Brancato on Student Independence in Writing. Mrs. Norian also reported that materials will be circulated to report on the status of the Math workshop as well as the remainder of ongoing curriculum projects.

A motion by Mrs. Norian, seconded by Mr. Walsh and carried by a roll call vote of 8-0 the Board approved C1-C2.

- 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 2019-2020:

Destination	Grade	Date	Cost to District	Cost to Parents
Odyssey of The Mind Regional Tournament (Flemington, NJ)	5 & 6	February 2020	\$75 (Tournament fee) \$150 (Faculty Stipend) \$800 (Prop Transportation / Not to exceed \$800)	\$0.00

- C2. Approval of Field Trip Destination(s) for SY 2019-2020 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following field trip destination(s) for SY 2019-2020:

DESTINATION	LOCATION
Gershwin Theatre	New York, NY
Watson Adventures	Morristown, NJ

D. FINANCE/ TECHNOLOGY- Mrs. Shapiro, Interim Chairperson

Mrs. Shapiro reported that the subcommittee has started going over the budget and may meet again tentatively on January 29, 2020.

Mr. Derian gave an explanation on agenda items D10 & D11. Mr. Derian also commented that it was good to see the ongoing support to professional development as addressed on agenda items D4 & D5.

A motion by Mrs. Shapiro, seconded by Mr. Walsh and carried by a roll call vote 8-0, the Board approved D1-D11.

- D1. Hand Check Payroll Register for January 15, 2020– 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 15, 2020 in the amount of \$359,997.18.
- D2. Check Register for January 17, 2020 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the January 22, 2020 Check Register in the amount of \$11,393.08 check numbers 990012.

- D3. Check Register for January 22, 2020 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the January 22, 2020 Check Register in the amount of \$260,229.31 check numbers 1401-1403 and 020913-020977.
- D4. Revise 11/13/19: Amend agreement for Professional Development Services for teachers with Gravity Goldberg, LLC for SY 2019-2020 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the amendment of Agreement for Consultant Services with Gravity Goldberg, LLC for SY 2019-2020 at a cost not to exceed ~~\$10,800~~ \$5,400.
- D5. Approval of a Training Agreement with Open Circle - It is hereby moved, upon recommendation of the Superintendent, that the Board approves a contract with Open Circle to conduct classroom teacher training in a total amount of \$6,700 plus travel expenses utilizing Title IV funds.
- D6. Acceptance and Approval of 2018-2019 Comprehensive Annual Financial Report - It is hereby moved, upon recommendation of the Business Administrator/Board Secretary, that the Board accept and approve the 2018-2019 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 expenditures revealed certain supporting documentation were not made available for audit.

Recommendation –Greater care be exercised in keeping documents in files.

2. **Finding** –Our audit revealed open purchase orders were not being reconciled to the general ledger.

Recommendation –Greater care be exercised to ensure the open purchase order report is reconciled to the general ledger control accounts on a monthly basis.

3. **Finding** –Our audit revealed capital asset accounting records were not updated on a timely manner.

Recommendation –District’s capital asset accounting records be updated on an annual basis.

Student Body Activities:

- 4. **Finding** –Our audit of the student activity account revealed pre-number receipt tickets were not issued for monies collected.

Recommendation –Pre-numbered receipts be issued for all monies collected from the student activity account.

D7. Acceptance and Approval of 2018-2019 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 2018-2019 Comprehensive Annual Financial Report (CAFR) recommendation, for submission to the New Jersey Department of Education.

D8. Acceptance of Oradell Public School PTA donation – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with deep appreciation a donation from the Oradell Public School PTA for the following:

Grade	Collection	Amount
Fifth Grade 2020 trip to Sharpe Reservation	Collection of Box Tops for Education	\$350.80

D9. Revise 9/12/19: Approval of a Related Services contract with The COR Behavior Group – It is hereby moved, upon recommendation of the Superintendent, that the Board approves a contract with The COR Behavior Group for Speech Therapy services at \$140 per one hour for each session with student #117 not to exceed ~~\$5,600~~ \$7,000

D10. Approval of purchase from Eastern DataComm – It is hereby moved, upon the recommendation of the Superintended that the Board approves the purchase of a Lockdown and Emergency Notification System through the NJ ESCNJ Co-op awarded bid #65MCESCCPS to Eastern DataComm at the purchase price of \$22,879.84. This purchase is funded through budgeted Emergency Reserve funds.

D11. Approval of proposal for Professional Services from LAN Associates to update the Long Range Facility Plan (LRFP) in the amount of \$2,800.

E. NJSBA/ BCSBA DELEGATE REPORT- Mr. Walsh, Delegate

Mr. Walsh reported that he did attend the Odyssey of the Mind judge's training. The next training will be placed on the next board meeting agenda.

F. PERSONNEL- Mrs. Walker, Interim Chairperson

Mrs. Walker reported the subcommittee met earlier this evening and discussed vacancies and new hires. They also reviewed the 12 month staff holiday calendar. Mrs. Walker gave kudos to the teachers for taking on the responsibility of training the student teachers listed on tonight's agenda. Mrs. Walker also explained Personnel Report item V-B.

A motion by Mrs. Walker seconded by Mr. Walsh and carried by a roll call of 8-0 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 January 22, 2020.

G. POLICY- Mrs. Levy, Interim Chairperson

Mrs. Levy reported that the committee is reviewing and auditing the district's policies to make everything is up to date.

H. PUBLIC RELATIONS- Mr. Griffin, Interim Chairperson

Mr. Griffin thanked Ms. Bozios for attending the last meeting and reported on the topics discussed such as developing student awards, the winter newsletter and board brochure. The Public Relation committee will also be recommending a survey to aid in the district's Superintendent search. Mr. Griffin also mentioned the subcommittees discussed inviting the public to a future subcommittee meeting to provide feedback on board priorities for the next year. The board then engaged in discussion regarding inviting the public to future subcommittee meetings as well as how to engage the public. Mrs. Nichols offered options of how to engage the public.

I. TRI DISTRICT/ SHARED SERVICES- TBD, Interim Chairperson

XII. OPEN TO THE PUBLIC

Ms. Megan Bozios thanked Mr. Derian for telling the administrative team to push back which they did to get an additional Open Circle Training and explained the successes she has seen due to the training. Ms. Bozios also noted that the district should be credited for allowing student teachers. She spoke on the State's procedure of filming student teacher's and how many districts no longer participate due to this practice.

Mr. PJ Castro commented on the discussion regarding the public's engagement and the importance for finding another mechanism for creating additional public engagement.

Mr. Joseph Blundo thanked the board & Dr. Anzul and is proud with the Open Circle Program. He stated that he is pleased to live in a town with dedicated teachers.

XIII. OLD BUSINESS

XIV. NEW BUSINESS

Mrs. Levy commented on the importance of giving back and thanked Ms. Bozios for emphasizing that with the students.

Mr. Walsh echoed Ms. Levy's sentiment on giving back and mentioned the 6th grade Senior Give-Back.

Mr. Derian commented on the public attendance of board meetings being a positive sign that the district is doing well.

Mrs. Shapiro commented on the public's choice to engage in district activity.

Mrs. Nichols commented on the good reputation of the Oradell Public School District.

Mr. Griffin noted the need and importance of keep asking questions to keep the door of communication open.

Mrs. Shapiro reported on the 6th Grade Yeti cups fundraiser.

XV. CLOSED SESSION- (IF NECESSARY) – None

XVI. ADJOURNMENT

A motion made by Mrs. Norian and seconded by Mrs. Walker, and carried a roll call vote of 8-0, the meeting was adjourned at 9:27pm.

Respectfully Submitted,



John M. Marmora
Business Administrator/Board Secretary