

ORADELL BOARD OF EDUCATION

ORADELL, NEW JERSEY 07649

REORGANIZATION & PUBLIC WORK/BUSINESS MEETING

Oradell Public School/Auditorium

Monday, January 6, 2020

MINUTES

- I. *The meeting was called to order at 7:31pm by Mr. Marmora, Board Secretary. A moment of silence was observed due to the passing of Oradell Board of Education Member, Dr. Eugene Westlake.***
- II. *The Flag Salute was led by Mr. Marmora, Board Secretary.***
- III. *The Sunshine Law Statement was read by Mr. Marmora, Board Secretary.***

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 Borough Clerk, posted in Borough Hall and the Oradell Public Library, faxed to The Record, and Town News and all persons requesting such notice.

- IV. *The Mission Statement was read by Dr. John Anzul, Superintendent.***

The Oradell Public School 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 and responsible citizens.

Adopted by the Oradell Board of Education March 27, 2019

REORGANIZATION SESSION:

- V. *OPEN TO THE PUBLIC - REORGANIZATION SESSION ITEMS 7-14 ONLY – None.***

3. Oradell Board of Education Trustees and Expiration of Terms of Office:

<u>Trustee</u>	<u>Expiration of Term</u>
Gregory Derian	2021
Robin Roland-Levy	2021
Katherine Norian	2021
Jeremy Griffin	2020
Nancy Shapiro	2020
Rita Walker	2020
John Walsh	2022
Dorothy Watson-Nichols	2022

4. Nomination and Election of President - The Board Secretary receives nominations for the election of the President of the Board. If there is more than one nomination, the Board votes, via written, signed ballots, tabulated by the Board Secretary.

Mrs. Walker nominated Mrs. Dorothy Watson-Nichols, seconded by Mr. Derian. There were no other nominations. Roll Call vote of 7 ayes and 1 abstention electing Mrs. Nichols as president.

Roll Call – Mr. Griffin, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Mr. Derian, Mrs. Nichols

Mr. Marmora relinquishes the chair to Mrs. Nichols, newly elected president.

5. Nomination and Election of Vice-President – President Nichols receives nominations for the election of the Vice-President of the Board. If there is more than one nomination, the Board votes, via written, signed ballots, tabulated by the Board Secretary.

Mrs. Shapiro nominated Mr. Gregory Derian, seconded by Mr. Walsh. There were no other nominations. Roll Call vote of 7 ayes and 1 abstention electing Mr. Derian as Vice-President.

Roll Call – Mr. Griffin, Mrs. Levy, Mrs. Norian, Mrs. Shapiro, Mrs. Walker, Mr. Walsh, Mr. Derian, Mrs. Watson

6. Code of Ethics – It is hereby moved, that the Board adopts the following Code of Ethics developed by the New Jersey School Boards Association as the code to which each Oradell Board Member subscribes:

Mrs. Nichols asked that each of the Board Members read aloud a statement from the code of ethics. A motion by Mr. Griffin, seconded by Mrs. Norian and carried a roll call vote of 8-0 the Board approved the Code of Ethics.

I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

I will confine my board action to policymaking, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.

I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrative officer.

I will support and protect school personnel in proper performance of their duties.

I will refer all complaints to the chief school administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Mrs. Nichols asked for a motion for a consent vote on agenda items 7-14. A motion by Mrs. Norian, seconded by Mr. Walsh and carried a roll call vote of 8-0 the Board approved items 7-14.

7. Calendar of Meeting Dates for 2020 – It is hereby moved that the Board approves the below listed schedule of meeting dates for 2020 to be held on the 2nd and 4th Wednesday of the month (unless otherwise stated) beginning at 7:30 p.m. in the OPS-AUDITORIUM:

January 22, 2020
February 12, 2020
February 26, 2020
March 11, 2020
March 25, 2020
April 22, 2020
May 13, 2020
May 27, 2020
June 10, 2020
June 24, 2020
July 8, 2020
July 22, 2020- Board Retreat (Tentative)
August 12, 2020
September 9, 2020
September 23, 2020
October 14, 2020
October 28, 2020
November 11, 2020
December 9, 2020
January 6, 2021 (Re-org Meeting)

Note: Action is taken at all Public Work/Business Session Meetings. Closed Session meetings may precede and/or follow the work/business session meetings. Meeting location, dates & times subject to change. Notices for all meetings (cancelled or changed) are posted in the Business Office, the hall outside the OPS main office, The Oradell Public Library and the Oradell Town Hall.

8. Designation of Official Board of Education Newspapers - It is hereby moved that the Board designates The Record, and The Town News as the official newspapers of the Oradell Board of Education for bid advertisements, and be it further resolved that the Board Secretary/Business Administrator is authorized to advertise for bids and other legal advertisements.
9. Board Policies, Regulations and Job Descriptions – It is hereby moved that the Board adopts all existing Board Policies, Regulations, and Job Descriptions currently in force for the SY 2019-2020, subject to revision, adoption, and continuous review by the Board, until the next reorganization meeting in January 2021.

10. Designation of Companies to Provide Voluntary Insurance - It is hereby moved that the Board approve the following companies to provide voluntary insurance plans to the employees of the Oradell Board of Education until the next reorganization meeting in January 2021.

Prudential
AFLAC

11. 403(B) Agent Authorization- It is hereby moved that the Board approve the following 403(B) plans until the next reorganization meeting in January 2021:

AXA Equitable Life Insurance Company
Brighthouse (Metropolitan Life Investors)
The Variable Annuity Life Insurance Company
The Vanguard Company
Invesco (Oppenheimer)
Security Benefit (NEA)

12. Prescribed Mileage Reimbursement – It is hereby moved that the Oradell Board Education approves the reimbursement rate for auto travel at \$0.35 per mile to conform with the per mile rate established by the OMB Circular for the calendar year 2020.

13. Cash Management – It is hereby moved that the Oradell Board of Education authorizes the Business Administrator/Board Secretary to perform the following:

- Transfer funds among the various bank accounts of the District.
- Transfer line item accounts among the various budgetary accounts.
- Invest school funds as The Investment Officer of the Board, as permitted by statute.
- Make payment on the Bills and Claims, prior to their approval by the Board when it is deemed necessary, and then present them for approval at the next Board Meeting.

14. Appointment of Qualified Purchasing Agent – It is hereby moved that the Oradell Board of Education appoints John M. Marmora the Qualified Purchasing Agent for SY 2019-2020:

WHEREAS, the changes to the Public School Contracts Law gave the Boards of Education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed, as well as, granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, John M. Marmora, possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C 5:34-5 et seq.; and

WHEREAS, the Oradell Board of Education desires to increase the bid threshold as provided in N.J.S.A18:A-3, now, therefore be it

RESOLVED, that the governing body of the Oradell Board of Education, in the County of Bergen, in the State of New Jersey, hereby increases its bid threshold to \$40,000.00; and it further

RESOLVED, that the governing body hereby appoints John M. Marmora, as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C 5:34-5.2, the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of John M. Marmora's certification to the Director of the Division of Local Government Services, as required

PUBLIC WORK/BUSINESS SESSION MEETING:

VII. ROLL CALL

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

Also present were Dr. John Anzul, Superintendent and John Marmora, Business Administrator / Board Secretary, 2 members of the administration, and approximately 1 member of the public.

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

IX. BOARD PRESIDENT'S REMARKS – None

- *Mrs. Nichols announced the Board has an open seat due to Dr. Westlake's passing. Interviews for the vacancy will be conducted at a future board meeting and details of how to apply for the vacancy will be posted throughout the community. The process of conducting the interviews and filling the vacancy were discussed.*
- *Mrs. Nichols read aloud the resolution honoring Dr. Westlake.*
- *Mrs. Walker commented on the services for Dr. Westlake.*
- *Mrs. Nichols reported on the sad news that Dr. Anzul has announced his retirement from the district. Mrs. Nichols stated that the board appreciates everything Dr. Anzul has done for the district and wishes him success and good luck.*

X. SUPERINTENDENT'S REPORT

- *Dr. Anzul wished all a Happy New Year.*
- *Dr. Anzul announced that the student enrollment as of December 30, 2019 was 766 and the student attendance rate for the month of December 2019 was 95.17%.*
- *Dr. Anzul further explained the Administrative items listed on the agenda.*

XI. BUSINESS ADMINISTRATOR'S REPORT

- *Mr. Marmora reported that the district's auditor will present on the 2018-2019 audit at January 22, 2020's Board Meeting.*
- *Mr. Marmora shared his personal experience and appreciation for Dr. Westlake.*

XII. MINUTES

A motion by Mr. Walsh, seconded by Mrs. Walker, the 11/13/19 minutes were approved with amendments as stated by Mr. Derian and the review of Meeting Minutes of 12/11/19, were approved and carried by a roll call vote of 8-0.

REVIEW OF MEETING MINUTES

- December 11, 2019 Work/ Business Section

APPROVAL OF MEETING MINUTES

- November 13, 2019 Work/Business Section

XIII. Resolution of Heart-Felt Appreciation Honoring Dr. Eugene Westlake

Whereas, Dr. Eugene Westlake served the citizens of his community as a member of the Oradell Board of Education since 2003, most recently serving on the Finance & Technology and Tri-District/Shared Services committees;

Whereas, Dr. Eugene Westlake also served the Belleville, Northern Valley, Paramus, River Dell Regional High School, Tenafly school districts as well as other school districts as an English Teacher, Guidance Counselor, Assistant Principal, Principal, Superintendent and Interim Superintendent for 40 years;

Whereas, Dr. Eugene Westlake also served as the Bergen County representative to the New Jersey State Interscholastic Athletic Association which was responsible for establishing rules and regulations governing school athletic activities and as President of the Friends of River Dell program which provides funds for student facilities and scholarships;

Whereas, Dr. Eugene Westlake has always earned the respect and admiration of his colleagues, students and community;

Whereas, Dr. Eugene Westlake used his skills as an educator, school board member and generous & caring individual to help thousands of students throughout northern New Jersey;

Now, Therefore, Be It Resolved, that the Oradell Board of Education expresses its deep appreciation to Dr. Eugene Westlake for his exemplary service to the children of the Borough of Oradell and the State of New Jersey.

- *Mrs. Norian, Mrs. Shapiro and Mr. Derian shared their appreciation and experience working with Dr. Westlake.*

XIV. COMMITTEE REPORTS/ACTIONS

A. ADMINISTRATIVE ITEMS-

A motion by Mr. Derian, seconded by Mr. Walsh and carried by a roll call vote of 8-0 the Board approved A1.

- A1. HIB Report for November 2019 – It is hereby moved, upon recommendation of the Superintendent, that the Board affirms the decision and findings of the listed HIB Reports as reported by the Superintendent to the Board of Education

1	11.6.19.1
2	11.14.19.2
3	11.15.19.3
4	11.18.19.4
5	11.22.19.5

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

Mr. Derian commented that the subcommittee did not get to meet for an extra meeting before the end of the year, but the next meeting is scheduled for January 7, 2020.

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
6 th Grade	GiveBack	MPR D	January 2020 Snow Date February 2020	1.5 Hours	0	0

C. CURRICULUM- Mrs. Norian, Interim Chairperson

Mrs. Norian also commented that the subcommittee did not get to meet before the end of the year, but are scheduled to meet this month.

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) for SY 2019-2020- It is hereby moved upon recommendation of the Superintendent, that the Board approves the following field trip(s)

Destination	Grade	Date	Cost to District	Cost to Parents
Museum Village	2	May 2020	\$0.00	\$1,284.00 (Admission) \$1,200.00 (Transportation)

- C2. It is hereby moved, upon recommendation of the Superintendent, that the Board re-approves all of the most recently adopted curricula for all Pre-K-6 courses of study for student use during SY 2019-2020.

_____ Motion _____ Seconded
ROLL CALL

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

Mrs. Shapiro reported that the subcommittee will meet next week and one of the main topics to be discussed will be the 2020-2021 budget. Mrs. Shapiro thanked the PTA for their donations. Mr. Derian thanked the Driscoll family for their donation. Mr. Derian also commented on the generosity of the community.

A motion by Mrs. Shapiro, seconded by Mr. Walsh and carried by a roll call vote 8-0, the Board approved D1-D10 (Mrs. Shapiro abstained from D9).

- D1. Hand Check Payroll Register for December 13, 2019 – 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 December 13, 2019 in the amount of \$413,666.13.
- D2. Hand Check Payroll Register for December 20, 2019 – 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 December 20, 2019 in the amount of \$366,656.22
- D3. Check Register for December 23, 2019 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board retroactively approves the disbursements on the December 23, 2019 Check Register in the amount of \$153,594.34 check numbers 990010-990011
- D4. Check Register for January 6, 2020 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board retroactively approves the disbursements on the January 6, 2020 Check Register in the amount of \$58,375.92 check numbers 020876-020912 & check number 001400.

- D5. Approval of the Financial Reports of the Board Secretary and Treasurer – It is hereby moved, upon the recommendation of the Superintendent, that the Board approve the Report of the Board Secretary, A148, and the Treasurer, A149, as of November 30, 2019.
- D6. Transfer of Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Monthly Transfers Report as of November 30, 2019, 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.
- D7. Monthly Budgetary Line Item Certification – RESOLVED, that the Board Secretary for the Oradell Board of Education certifies that pursuant to N.J.A.C 6A:23A-16.10 (c) 3 as of November 30, 2019, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C 6A:23A-16.10 (a) ; and
- FURTHER BE IT RESOLVED, that the Oradell Board of Education certifies that pursuant to N.J.A.C. 6A:23A-16.10 (c) 4 that after review of the Board Secretary’s Report (A148) and Treasurer’s Report (A149) and the advice of district officials, we have no reason to doubt that any major account or fund has been over-expended in violation of N.J.A.C 6A:23A-16.10 (b) and that sufficient funds are available to meet the District’s financial obligation for the remainder of the fiscal year.
- D8. Acceptance of Flat Screen TV for the SY 2019-2020 – It is hereby moved, upon recommendation of the Superintendent that the Board accepts with deep appreciation the Flat Screen TV from Michael and Lauren Driscoll with an approximate value of \$3,100.00
- D9. Acceptance of Oradell Public School PTA Mini-Grant Monies for the SY 2019-2020 – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts with deep appreciation, mini-grant award money from the Oradell Public School PTA for the following:

	Grade	Grant	Amount
1	Kindergarten	Superstar Character Academy	\$995.00
2	2 nd	High Touch – High Tech	\$807.50
3	Phys Ed	Wall Mount Ball Locker & Basketballs	\$264.35
4	World Language	Books, CD's, Games, Picture Cards	\$217.83
5	World Language	Clever Prototypes	\$115.99

D10. Be It Resolved that the Board of Education approves the agreement with Educational Consortium for Telecommunications Savings for professional E-rate consulting services for SY 2020-2021. The fee for service shall be 15% of the Board's total savings for Category 1 and a fee of 10% for the total savings for Category 2.

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

Mr. Walsh commented on the judge's training for Odyssey of the mind. A resolution will be added to this agenda to approve the training under New Business.

F. PERSONNEL- Mrs. Walker, Interim Chairperson

Mrs. Walker expressed her sorrow to see Dr. Anzul leaving and thanked him for his service to the district.

Mrs. Levy inquired on item F2. Dr. Anzul responded.

A motion by Mrs. Walker seconded by Mr. Walsh and carried by a roll call of 8-0 the board approved F1-F2.

F1. It is hereby moved, upon recommendation of the Superintendent, that the Board accepts and approves the Personnel Committee Report dated January 2, 2020.

F2. Approval of 2020-2021 School Calendar – It is hereby moved, upon recommendation of the Superintendent, that the Board accepts and approves the 2020-2021 School Calendar.

G. POLICY- Mrs. Levy, Interim Chairperson

Mrs. Levy reported that the subcommittee did not meet again at the end of the year due to successfully completing their tasks. Mrs. Levy highlighted the Fundraising, Memorials & Dedications and Money in School Building policies and inquired about the Fundraising forms in the packet. Dr. Anzul responded.

Discussion ensued on receiving copies of these policies.

A motion by Mrs. Levy seconded by Mr. Walsh and carried by a roll call of 8-0 the board approved G1.

G1. Second reading and adoption of the following Policies:

	Policy #	Regulation #	Description
1	5136	5136.R	Fundraising Activities
2	7550		Memorials & Dedications
3		3450.R	Money in School Buildings

H. PUBLIC RELATIONS- Mr. Griffin, Interim Chairperson

Mr. Griffin reported on the progress of the Board brochure. Comments about the brochure can be directed to Mr. Griffin.

Mr. Griffin gave an update on the Winter Newsletter.

I. TRI DISTRICT/ SHARED SERVICES

XV. OPEN TO THE PUBLIC

Ms. Bozios, president of the OAA, expressed her disappointment with the Board's lack of communication with the OAA and OEA in working together to approve the 2020-2021 academic calendar.

XVI. OLD BUSINESS

Mr. Derian commented on the new screen in the auditorium and how it will benefit the district. Future upgrades to the auditorium that could qualify for grants were requested to be researched as the district continues to modernize the auditorium.

XVII. NEW BUSINESS

Mrs. Shapiro, Mrs. Walker and Mrs. Levy commented on Ms. Bozios statement.

Mrs. Walker reported on OPS student Sonia Veldhuis's achievements in the annual writing contest and national competition. Mrs. Walker is pleased to see the progress made by the district in language arts.

Mrs. Norian clarified comments being classified as new business or old business.

A motion by Mr. Derian seconded by Mrs. Walker and carried by a roll call of 7-0 the board approved travel for Mr. Walsh for the Odyssey of the Mind Judges Training (Mr. Walker abstained).

Mrs. Levy commented on how she saw the social & emotional lessons impacting the students outside of the school building.

Mr. Griffin commended the staff on the work done for the Winter Songfest and how much he appreciated it.

Mrs. Walker reported that there will be a free Narcan training on January 16, 2020 at the River Dell High School.

XVIII. CLOSED SESSION

A motion by Mrs. Norian and seconded by Mr. Walsh, and carried a roll call vote of 8-0, the board entered closed session at 8:22pm. Dr. Anzul and Mr. Marmora exited the closed session at 8:43pm.

(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.

XIX. ADJOURNMENT

A motion by Mrs. Norian and seconded by Mr. Walsh to exit closed session at 9:25pm, and carried a roll call vote of 8-0.

A motion made by Mrs. Norian and seconded by Mr. Walsh, and carried a roll call vote of 8-0, the meeting was adjourned at 9:25pm.

Respectfully Submitted,



John M. Marmora
Business Administrator/Board Secretary