

ORADELL BOARD OF EDUCATION
ORADELL, NEW JERSEY 07649
PUBLIC WORK/BUSINESS SESSION MEETING
Oradell Public School Auditorium
May 23, 2018
MINUTES

I. *The meeting was called to order by President Watson-Nichols at 7:38 p.m.*

II. *The Flag Salute was led by Katherine Norian.*

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 Mrs. Walker.*

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

Mr. Griffin, Mrs. Norian, Mr. Oddo, Mrs. Shapiro, Mrs. Walker
Mr. Walsh, Dr. Westlake, Mrs. Robertson, Mrs. Watson-Nichols

Also present were Dr. John Anzul, Superintendent, Mrs. Nicole C. Schoening, Business Administrator/ Board Secretary, 1 member of the Administration and approximately 5 members of the public

VI. OPEN TO THE PUBLIC FOR AGENDA ITEMS ONLY

- *Chris Schlagel asked the Board to reduce some of the use of facility fees for their building request. President Watson-Nichols, responded that this request will be brought to the next Building and Grounds Committee meeting for consideration.*

VII. BOARD PRESIDENT'S REMARKS

- *President Watson- Nichols commented on the amazing performance by the students in Lion King production.*
- *Asked the Board if the town would be having a Memorial Day Parade. Mrs. Walker responded that due to the low attendance at prior parades, The Town will be hosting a memorial dedication at the monuments.*

VIII. SUPERINTENDENT'S REPORT -

A. Information/Discussion Items:

- *Dr. John Anzul stated that the last Strategic Planning Meeting is June 6th.*
- *Dr. Anzul reported attendance for April 2018:*
 - *Student Enrollment 746*
 - *Student attendance 94.11%*
 - *Staff attendance 96.72 %*

IX. BUSINESS ADMINISTRATOR'S REPORT – None

X. MINUTES-

Review and Approval of Meeting Minutes - It is hereby moved, upon recommendation of the Superintendent, that the Board of Education reviews and/or approves the minutes of the following meetings:

REVIEW OF MEETING MINUTES

- April 25, 2018 Work/Business Session
- May 9, 2018 Work/Business Section

XI. COMMITTEE REPORTS/ACTION

A. ADMINISTRATIVE ITEMS – None

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

A motion by Mr. Oddo, seconded by Mr. Walsh, carried a roll call of 9-0, 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 SY 2017-2018:

Organization	Event	Area of Building	Date(s)	Time	Custodian OT	Facility Charge
PTA (Category A)	Breakfast for Crossing Guards	MPRD C & D	06/08/18	8:00-10:00 A.M.	0	0
Oradell Girl Scouts	Info Night for Parents	OPS Auditorium	05/30/18	6:00-8:00 P.M.	0	0
All The World's A Stage	Theater Program	Auditorium	6/25-7/27 Night of 7/27	8:45 A.M.- 12:45 P.M. 6:00 P.M.- 9:30 P.M	6-9:30 P.M. @ \$39.37 Per Hour = \$137.79	1. 23 days x \$50 per hour= \$4,600.00 2. 7/27 x 7.5 hours= \$375.00 3. A/C Cost \$31.00 a day x 24 days = \$744.00 TOTAL= \$5,856.80

C. CURRICULUM – Mrs. Walker, Chairperson

A motion by Mrs. Walker, seconded by Mr. Walsh, carried a roll call vote of 9-0, the Board approved C1.

- C1. Approval of Field Trip(s) for SY 2017-2018 - It is hereby move upon recommendation of the Superintendent, that the Board approves the following field trip(s):

Destination	Grade	Date	Cost to District	Cost to Parent
River Dell Middle School River Edge, NJ	6	June 2018	\$200 Transportation	\$0.00
Bowlero (Bowling Alley), Fairlawn, NJ	6 (48 Safety Patrol Students)	June 2018	\$0.00	\$225.00 (Transportation) \$707.53 (Admission Fee)

D. FINANCE/TECHNOLOGY – Mrs. Shapiro, Chairperson

A motion by Mrs. Shapiro, seconded by Dr. Westlake, carried a roll call of 9-0, the Board approved D1, D2, D3, D4, D5, D6, D7.

- D1. Transfer of Funds** – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Monthly Transfers Report as of April 30, 2018, 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. 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 April 30, 2018
- D3. 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 April 30, 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 no 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.

- D4. Hand Check Register for May 1-May 15th, 2018-It is hereby moved, upon the recommendation of the Business Administrator/Board Secretary, that the Board approved the disbursements on the May 2018 hand check register in the amount of \$708,411.42, check numbers 17564-17565, and 905152018 (May 15, 2018 payroll).
- D5. Check Register for May 23, 2018 - It is hereby moved, upon recommendation of the Business Administrator/Board Secretary, that the Board approves the disbursements on the May 23, 2018 Check Register in the amount of \$185,299.18 check numbers 17566-17605.
- D6. Approval of a Shared Services Agreement for 2018-2019- It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Shared Services Contract between the Oradell Board of Education and Bergen County Technical Schools in the amount of \$82,750, at no increase, for the 2018-2019 school year.
- D7. Approval Authorizing the Purchase of Proprietary Software – It is hereby recommended, upon the recommendation of the Superintendent, that the Board approves the purchase of proprietary software from Computer Solutions, Inc., for their Budget, Payroll, and Human Resource applications at a total cost of \$38,442.

E. NJSBA/BCSBA DELEGATE REPORT -

- *Mr. Walsh attended two meetings by NJSB where school funding, special education costs, and school safety issues were discussed.*

F. PERSONNEL/NEGOTIATIONS-Mrs. Robertson, Chairperson

A motion by Mrs. Robertson, seconded by Mr. Walsh, carried a roll call of 9-0, the Board approved F1, F2, F3, F4, F5.

- F1. It is hereby moved, upon recommendation of the Superintendent, that the Board accepts and approves the Personnel Committee Report dated May 23, 2018
- F2. Reappointment of the Business Administrator/Board Secretary for SY 2018-2019 - It is hereby moved, upon the recommendation of the Superintendent, that the Board reappoints the Business Administrator/Board Secretary for SY 2018-2019:

Name	Position	Tenure
Nicole Schoening	Business Administrator/ Board Secretary	12/12/2021

- F3. Reappointment of Administrators for SY 2018-2019 - It is hereby moved, upon the recommendation of the Superintendent, that the Board reappoints the following Administrators for SY 2018-2019:

Name	Position	Tenure
*Megan Bozios	Principal	Y
*Michael Hagopian	Assistant Principal	7/2/2019
*Michelle Hawley	Assistant Principal	9/2/2021
*Jenna Lipton	Supervisor of Instruction	9/7/2021
*Brian Mistretta	Director of Special Services	7/2/2018

** Until a contract is ratified for SY 2018-2019 by the Oradell Board of Education and the Oradell Administrators' Association, the 2017-2018 salary guide will remain in effect until otherwise stated. All adjustments will be made after settlement of a new contract.*

- F4. Reappointment of Central Office Staff for SY 2018-2019 - It is hereby moved, upon the recommendation of the Superintendent, that the Board reappoints the following Support Staff for SY 2018-2019:

Name	Position	Tenure:
Nicole Auriemma	Administrative Assistant to the Business Administrator/Board Secretary; Accounts Payable/ Receivable	12/15/2021
Eileen Gallagher	Administrative Assistant to the Superintendent, Human Resources	8/15/2021

- F5. Reappointment of Supervisor of Buildings & Grounds for SY 2018-2019 - It is hereby moved, upon the recommendation of the Superintendent, that the Board reappoints the following Supervisor of Buildings & Grounds for SY 2018-2019:

Name	Position
Kevin Williamson	Supervisor of Buildings & Grounds

G. POLICY- Mr. Griffin, Chairperson

- *Mr. Griffin stated that policy #3542 not up for review and will be held for further discussion and that the Committee is waiting for Strauss Esmay to finish their complimentary review of the Districts' policies before they can make a recommendation to the Board as to which vendor for policy review would be suitable*

G1. First reading of the following Policies:

Policy #	Description
Policy #1250	Visitors
Policy #3510	Operation & Maintenance of Plant
Policy #3516	Safety
Policy #5131.3	Harassment, Intimidation and Bullying
Policy #6164.4	Child Study Team

H. PUBLIC RELATIONS - Mrs. Norian, Chairperson

- *Dr. Anzul discussed updates to the District website and planning the next newsletter and the timeline for the development of an app for smartphones.*

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

XII. OPEN TO THE PUBLIC

- *Danielle Tikjian – questioned the procurement process for the purchase of Computer Solutions Software. She further stated that her job purchased Computer Solutions software for \$80,000 and they needed to do a RFP (Request For Proposals) in order to purchase the software. President Watson-Nichols deferred to Mrs. Schoening who stated that due to her status as a QPA, a Qualified Purchasing Agent, the District's bid threshold is \$40,000 and*

since their cost was \$38,442, they were exempt from the RFP process and obtained quotes as recommended.

XIII. OLD BUSINESS

- *Mrs. Walker announced that on May 31st NJSB will be hosting a dinner honoring Board members' years of service including Mr. Walsh and Dr. Westlake.*

XIV. NEW BUSINESS

- *Mrs. Shapiro stated that she would like to order additional microphones for board meetings and commented that there was a Building & Grounds meeting on June 6th.*
- *Mr. Griffin asked for an update on the District's status regarding Future Ready Schools. Dr. Anzul responded.*
- *President Watson-Nichols notified the Board that the Superintendent's evaluation is due soon and asked the members to complete it as soon as possible.*
- *Dr. Westlake commented on the parent fee charged for the Safety Patrol field trip.*

XV. CLOSED SESSION

A motion by Dr. Westlake, seconded by Mrs. Norian, carried a roll call vote of 9-0, to enter into closed session at 8:20 p.m.

President Watson-Nichols stated that no action will 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

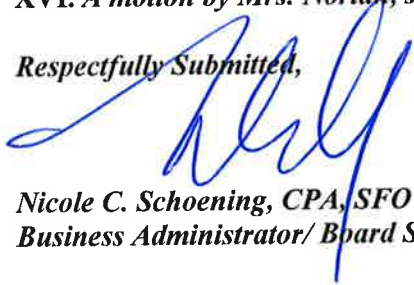
WHEREAS, public disclosure of this matter may be prejudicial to the public good,

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 John Walsh, the meeting was adjourned at 8:43 p.m.*

Respectfully Submitted,



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

Oradell Board of Education/
Personnel Committee Report Addendum
May 23, 2018

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

I. RETIREMENTS/RESIGNATIONS/TERMINATIONS:

A. That the Board of Education accepts with regret the resignation, for purpose of retirement, of the following individual on the date indicated:

Last Name	First Name	Position/Position Code #	Reason	Effective Date
Orthmann	Carole	Nurse (PC# 3114)	Retirement	7/1/2018

II. NEW HIRES/APPOINTMENTS: NONE

III. TRANSFERS/REASSIGNMENTS: NONE

IV. LEAVES OF ABSENCE: NONE

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

VI. EMPLOYMENT STATUS CHANGES: NONE

VII. REVISIONS: NONE

VIII. SCHOOL ACTIVITIES/PROGRAMS:

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

Attendee	Conference/ Workshop	Sponsoring Agency	Location	Date(s)	Registration	Travel
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Hawley, Michelle	LinkIt Principal and Teacher Data Team Academy	LinkIt	Ramapo College, NJ	6/4/18	\$150.00	\$8.99 mileage
Lipton, Jenna	LinkIt Principal and Teacher Data Team Academy	LinkIt	Ramapo College, NJ	6/4/18	\$150.00	\$8.99 mileage
Schoening, Nicole	NJASBO Annual Conference	NJASBO	Atlantic City, NJ	6/6/18-6/8/18	\$275.00	\$259.10 Hotel; \$160.00 M&IE; \$ 5.00 Parking; <u>\$ 5.25 Tolls</u> \$429.35 Total
Schoening, Nicole	FY19 ESEA Consolidated Formula Subgrant Application Work Session	ESSA	Haskell, NJ	6/19/18	\$0.00	\$0.00
Mistretta, Brian	FY19 ESEA Consolidated Formula Subgrant Application Work Session	ESSA	Lyndhurst, NJ	6/14/18	\$0.00	\$0.00
Natiello, Carole	Progress Monitoring for Orton Gillingham Instruction	FDU	FDU, Teaneck	7/10/18	\$75.00	\$0.00
Natiello, Carole	Moving the Upper Level Student Forward Orton Gillingham Instruction	FDU	FDU, Teaneck	7/26/18	\$75.00	\$0.00

IX. INTERNS/TUTORS/VOLUNTEERS: NONE

X. SPECIAL ISSUES: NONE