

ORADELL BOARD OF EDUCATION

ORADELL, NEW JERSEY 07649

PUBLIC WORK/BUSINESS SESSION MEETING

Oradell Public School Auditorium

October 10, 2018

Minutes

I. President Watson Nichols called the meeting to order at 7:33 p.m.

II. The Flag Salute was led by Mr. Oddo.

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. Norian.

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 - Mrs. Norian, Mr. Oddo, Mr. Walsh, Dr. Westlake, Mrs. Watson- Nichols

Absent – Mr. Griffin, Mrs. Shapiro, Mrs. Walker, Mrs. Robertson

Mrs. Shapiro arrived 7:50pm

Also present were Dr. Anzul, Superintendent, Nicole C. Schoening, Business Administrator/Board Secretary, three members of the Administration, and approximately eight members of the public

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

VII. BOARD PRESIDENT'S REMARKS

- *President Watson-Nichols commented that the OPS Mission Statement and Goals are currently being updated and will be discussed at the November BOE meeting.*

VIII. SUPERINTENDENT'S REPORT

- *Dr. Anzul reported on the enrollment for the month of September 2018.*
 - *Average student enrollment – 747*
 - *Average student attendance – 97.99%*
 - *Average staff attendance – 98.86%*
- *Dr. Anzul introduced Ms. Bozios who made a presentation on the 2018 PARCC results.*
- *President Watson- Nichols opened a Q & A session for the public.*

IX. BUSINESS ADMINISTRATOR'S REPORT

- *Mrs. Schoening announced the School Board Elections are coming up on November 6th, 2018 and encouraged everyone to vote.*
- *Mrs. Schoening updated the Board that new lanyards are being processed and should be ready by the October 25th BOE meeting.*
- *Mrs. Schoening read revisions to agenda item B1.*

X. MINUTES

A motion by Mr. Walsh, seconded by Mr. Oddo, and carried a roll call vote of 5-0-1 (Mr. Griffin, Mrs. Walker, and Mrs. Robertson were absent), the Board approved the following minutes:

REVIEW OF MEETING MINUTES

- September 25, 2018 Work/Business Section

APPROVAL OF MEETING MINUTES

- September 13, 2018 Work/Business Section

XI. COMMITTEE REPORTS/ACTIONS

A. ADMINISTRATIVE ITEMS –

A motion by Mr. Oddo, seconded by Dr. Westlake, and carried a roll call vote of 6-0, (Mr. Griffin, Mrs. Walker, and Mrs. Robertson were absent) the Board approved A1 and A2:

- A1. Approval of the SY 2018-2019 Nursing Services Plan – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the SY 2018-2019 Nursing Services Plan.
- A2. Approval of Professional Development Plan Annual Statement of Assurance for SY 2018-2019 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the proposed SY 2018-2019 Professional Development Plan Annual Statement of Assurance for submission to the County Office of Education.

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

A motion by Mr. Oddo, seconded by Dr. Westlake, and carried a roll call vote of 6-0, (Mr. Griffin, Mrs. Walker, and Mrs. Robertson were 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 SY 2018-2019 in accordance with Board Policy #1330:

Organization	Event	Area of Building	Date (s)	Time	Custodian OT	Facility Charge
Oradell PTA (Category A)	BOE Meet the Candidates Evening	Auditorium	11/01/18	6:00 P.M. - 9:00 P.M.	-0-	-0-
Oradell PTA (Category A)	Kindergarten Book Club	Rm. 102 & Rm. 103	10/10/18 02/06/19 05/15/19	2:30 P.M.- 3:30 P.M.	-0-	-0-
Oradell PTA (Category A)	Upper Grades Book Club Meeting	MPR D	12/07/18 03/22/19	12:30 P.M.- 2:30 P.M.	-0-	-0-
Oradell PTA (Category A)	Reflections Art Contest	Ms. Bocconfuso's Classroom (Rm. 230)	10/10/18	2:30 P.M.- 3:25 P.M.	-0-	-0-
Oradell PTA	Reflections Art	IMC	10/10/18	2:30 P.M.-	-0-	-0-

(Category A)	Contest	Auditorium	10/24/18	3:30 P.M.		
Borough of Oradell (Category B)	Halloween Party	MPR C & D	10/26/18	5:00 P.M.- 9:30P.M.	-0-	\$15
Cub Scouts (Category A)	Cub Scout Crossover	Auditorium	03/15/19	6:00 P.M.- 7:00 P.M.	-0-	-0-
Cub Scouts (Category A) *Revised	Monthly Pack Meeting	MPR C	10/19/18 11/16/18 12/14/18 1/18/19 06/21/19	6:30 P.M. – 9:30 P.M.	-0-	-0-
		IMC	02/15/19 03/15/19 04/26/19 05/17/19			
Daisy Troop 7298 (Category A)	Daisy Troop Meetings	MPR D	10/10/18 11/14/18 12/12/18 01/09/19 06/12/19	2:30 P.M. - 3:30 P.M.	-0-	-0-
		MPR C	02/13/19			
		Rm. 113 (World Language Classroom)	03/13/19 04/10/19 05/08/19			
Odyssey of the Mind (Category A)	Odyssey of the Mind Practices	RM. 217, 3 rd /4 th Grade Hallway	09/26/18-05/17/19	<u>Wednesdays</u> 2:30 P.M.- 10:00 P.M. <u>Thurs & Friday</u> 3:00 P.M. – 10:00 P.M. 10/27/18 11/3/18 12/01/18 12/08/18 12/15/18 01/05/19 01/12/19 01/19/19 01/26/19	-0-	-0-
		MPR C & D	02/1/19-05/17/19	<u>Wednesdays</u> 2:30 P.M.- 10:00 P.M. <u>Thurs &</u>		

			<p>03/11/19, 03/12/19, 04/01/19, 04/02/19, 05/13/19, 05/14/19</p> <p>02/01/19 02/09/19 02/23/19 03/02/19 03/09/19 *03/23/19 *03/30/19 *04/27/19 *05/04/19 *05/11/19 *05/18/19</p>	<p>Friday 3:00 P.M. – 10:00 P.M.</p> <p>3:00 P.M.- 10:00 P.M.</p> <p>8:00 A.M. – 6:00 P.M</p>	*6 days @ 2 hours @ \$62.01 = \$744.12	
Oradell Junior Rec Basketball (Category B)	Practices/ Games	<p>GYM</p> <p>MPR C & D</p> <p>GYM</p> <p>MPR ABCD</p> <p>MPR AB</p>	<p>11/26/18-03/15/19 (Monday- Friday)</p> <p>11/26/18-02/15/09 (Monday- Thursday with exception of 2/6/19, 2/7/19, 2/14/19)</p> <p>12/1/18, 12/8/18, 12/15/18 (Saturdays)</p> <p>01/05/19, 01/12/19, 01/19/19, 01/26/19, 02/02/19, 02/09/19, 02/23/19, 03/02/19, 03/09/19 (Saturdays)</p> <p>12/1/18, 12/8/18, 12/15/18, 01/05/19, 01/12/19, 01/19/19, 01/26/19</p> <p>02/02/19, 02/09/19 (Saturdays)</p> <p>01/06/19, 01/13/19, 01/20/19, 01/27/19,</p>	<p>4:30 P.M.- 9:30 P.M.</p> <p>7:00 P.M.- 9:00 P.M.</p> <p>8:00 A.M.- 3:00 P.M.</p> <p>8:00 A.M. – 6: 00 P.M.</p> <p>8:00 A.M. – 4:00 P.M.</p> <p>8:00 A.M. – 4:00 P.M.</p>	<p>-0-</p> <p>-0-</p> <p>-0-</p> <p>(approx) 3 hours x 9 days @ \$62.01 per hour = \$1,674.27</p> <p>(approx.) 1 hour @ 3days @ \$62.01 per hour= \$186.03</p> <p>-0-</p>	<p>\$15 Per day for the BB season for 89 days = \$1,335.00</p> <p>+</p> <p>(approx) 3 hours x 9 days @ \$62.01 per hour = \$1,674.27</p> <p>+</p> <p>(approx) 1 hour @ 3 days @ \$62.01 per hour= \$186.03</p> <p>+</p>

		GYM	02/03/19, 02/10/19, 02/24/19, 03/03/19, 03/10/19 (Sundays)	12:15 P.M.- 6:00 P.M.	(approx) 9 days @ 5.75 hours @ \$82.69 (DT) = \$4,279.21	(approx) 9 days @ 5.75 hours @ \$82.69 (DT) = \$4,279.21 Grand Total: \$7,474.51
Voice of Armenians TV (Category D) *Pending availability of technician	Comedy Play	Auditorium	12/8/18 (Saturday)	1:00 P.M.- 10:00 P.M. (1/2 hour before & 1/2 hour after for cleanup)	10 hours @ \$62.01 per hour = \$620.10	A. 9 hours @ \$150.00 per hour= \$1,350.00 + B. Technician fee 10 hours (minimum of 4 hours) @50.00 per hour =\$500 C. Custodian OT 10 hours @ \$62.01 per hour=\$620.10 Grand total: \$2,470.10

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

- *Mrs. Walker noted the math curriculum will be discussed at the next committee meeting.*

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

- *Mrs. Shapiro thanked the PTA for their generous field trip donations.*

A motion by Mrs. Shapiro, seconded by Dr. Westlake, and carried a roll call vote of 6- 0, (Mr. Griffin, Mrs. Walker, and Mrs. Robertson were absent) the Board approved D1 through D9:

- D1. Hand Check Payroll Register for September 17 and September 28, 2018 – 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 September 17, 2018 and September 28, 2018 in the amount of \$375,195.44

- D2. Check Register for October 10, 2018 - It is hereby moved, upon recommendation of the Business Administrator/ Board Secretary, that the Board approves the disbursements on the October 10, 2018 Check Register in the amount of \$461,497.42 check numbers 019271-019344 (checks 019338-019343 void).
- D3. 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 September 30, 2018.
- D4. Transfer of Funds – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Monthly Transfers Report as of September 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.
- D5. 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 September 30, 2018, 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
- D6. Approval of Ten Month Out of District Placement for SY 2018-2019- It is hereby moved, upon recommendation of the Superintendent, that the Board approves the Ten Month Out of District Placement for 2018-2019:

Vendor	Student #	School/Program/Service	Tuition/Cost to District
New Milford Board of Education	8031294298	September through June SY 2018-2019 1:1 Aide Tuition	\$42,525.00 \$30,000.00

- D7. Approval to Amend the 2018-2019 Budget

WHEREAS, the Final 2018-2019 Budget for the State of New Jersey included adjustments to State School Aid for 2018-2019; and

WHEREAS, the adjustment for the Oradell Borough Public School reflected an increase in Special Education Categorical Aid from \$334,094 to \$337,052, a change of \$2,958 and an increase in Security Aid from \$53,801 to \$58,565, a change of \$4,764, for a total increase of \$7,722 and;

WHEREAS, the Superintendent of Schools recommends this adjustment be reflected in Instructional Math Supplies, expenditure line 11-190-100-610-03-208, originally approved for \$900;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of the Borough of Oradell, County of Bergen, approves the adjustment to the 2018-2019 budget as follows:

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

- D8. Acceptance of Oradell Public School PTA Mini-Grant Monies for the SY 2018-2019 – 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 program:

Grade	Grant	Amount
4	Franklin Institute	\$710.00
6	Camp Bernie	\$1,000.00

- D9. Approval of Linkit! Software renewal for SY 2018-2019 – It is hereby moved, upon recommendation of the Superintendent, that the Board approves the renewal of Linkit! Software for the SY 2018-2019 in the amount of \$9,553.00

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

- *Mr. Walsh thanked the Board for attending the NJSB meeting where the Oradell Board of Education was recognized as a Certified Board.*

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

A motion by Mrs. Shapiro, seconded by Mrs. Norian (Mr. Griffin, Mrs. Walker, and Mrs. Robertson were absent), and carried a roll call vote of 6-0, the Board moved into executive session at 8:30 p.m.

XIII. RECONVENE

A motion by Dr. Westlake, seconded by Mrs. Norian (Mr. Griffin, Mrs. Walker, and Mrs. Robertson were absent), the Board exited Closed Session and reconvened at 8:35pm. President Watson-Nichols announced they are going back to the Personnel Section of the agenda.

F. PERSONNEL- Mrs. Robertson, Chairperson

A motion by Mrs. Norian, seconded by Dr. Westlake, and carried a roll call vote of 6-0, (Mr. Griffin, Mrs. Walker, and Mrs. Robertson 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 October 10, 2018.

G. POLICY- Mr. Griffin, Chairperson

A motion by Mrs. Shapiro, seconded by Mr. Walsh and carried a roll call vote of 6-0, (Mr. Griffin, Mrs. Walker, and Mrs. Robertson were absent) the Board approved G1:

- G1. Second reading and adoption of the following Policies:

Policy #	Description
Policy #2240	Research, Evaluation and Planning
Policy #3510	Operation and Maintenance of Plant
Policy #4211	Recruitment, Selection and Hiring
Policy #5115 *Revised as of 9/18	Foreign Exchange Students
Policy #5131	Conduct/Discipline
Policy #5145.4	Equal Educational Opportunity

Policy #6142.12	Career and Technical Education
Policy #6142.2	English as a Second Language; Bilingual Programs
Policy #6171.4	Special Education

H. PUBLIC RELATIONS- Mrs. Norian, Chairperson

- *Mrs. Norian discussed the newsletter will be completed by mid-October and the OPS App is being tested*

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

XIV. OPEN TO THE PUBLIC- *None*

XV. OLD BUSINESS

- *Mrs. Norian stated that the goals of the Public Relations committee are being reviewed.*

XVI. NEW BUSINESS- *None*

XVII. ADJOURNMENT

Having no further business, a motion by Dr. Westlake, seconded by Mrs. Norian, the meeting was adjourned at 8:40 p.m.

Respectfully Submitted,

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

Oradell Board of Education/
Personnel Committee Report Addendum
October 10, 2018

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

I. RETIREMENTS/RESIGNATIONS/TERMINATIONS: NONE

II. NEW HIRES/APPOINTMENTS:

- A. That the Board of Education approves the following non-certified individual(s) be appointed for SY 2018-2019 - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following non-certified individual(s) for SY 2018-2019:

Last Name	First Name	FTE	Position	Salary Prorated	Stipends Prorated	Total Salary Prorated	Effective Date
*Ciaccio	Antonino	.50	10 Month Custodian	\$20,465 Step 1,	Black Seal: \$200 Night Differential: \$375	\$21,040	On or about 10/15/18

****Pending receipt of appropriate required documentation***

- B. That the Board of Education approves the following individual be appointed as Substitute Teacher/Aide at the salaries listed for SY 2018-2019:

Last Name	First Name	Position		Salary	Effective Date
		Substitute Teacher	Substitute Aide		
*Hwang	Jessica	X	X	\$90.00 per day	10/15/18

****Pending receipt of appropriate required documentation***

- C. That the Board of Education approves the following non-certified individual(s) be appointed for SY 2018-2019 - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following non-certified individual(s) effective 07/01/18-6/30/19:

	Last Name	First Name	Position/PC#	Previous Salary	New Salary	Effective Date
1	Gallagher	Eileen	Administrative Assistant to the Superintendent	\$60,000	\$63,000	07/01/18
2	Williamson	Kevin	Supervisor of Building & Grounds	\$75,600	\$79,380	07/01/18

- D. [Revised] [9/13/18] That the Board of Education approves the hiring of the following individual to work under the temporary Emergency Certificate in the below listed position for SY 2018-2019 :

Last Name	First Name	Position	Effective Date
Odlum	Gina	Nurse (PC# 3114) School Nurse: Non Instructional (PC#3010)	9/1/18 10/1/18

- E. [Revised] [9/13/18] That the Board of Education approves the following individual be appointed as Hourly Aides as indicated, at the salaries listed for SY 2018-2019:

Last Name	First Name	Position	Salary	Replacing	Effective Date
O'Keefe	Kelly	29.5 Hour Instructional Aide	\$20,723.00 Prorated	Magda Garcia	9/4/18 9/17/18

III. TRANSFERS/REASSIGNMENTS: NONE

IV. LEAVES OF ABSENCE: NONE

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

- A. That the following individuals be approved for additional compensation participating in the Sandy Hook Field Trip - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following staff members for additional compensation for participation in the Sandy Hook Field Trip in November 2018, before and after regularly scheduled time:

	Staff Member	Hours	Hourly Rate	Compensation Amount
1	Helene Albrecht	1 hour, 35 minutes	\$45.00 per hour	\$71.25
2	Rosemarie Cataldo	1 hour, 35 minutes	\$45.00 per hour	\$71.25
3	Margaret Cioffi	1 hour, 35 minutes	\$45.00 per hour	\$71.25
4	Mary Anne Doran	1 hour, 35 minutes	\$45.00 per hour	\$71.25
5	Scott Duthie	1 hour, 35 minutes	\$45.00 per hour	\$71.25
6	Amy Kennedy	1 hour, 35 minutes	\$45.00 per hour	\$71.25
7	Jennifer Loschiavo	1 hour, 35 minutes	\$45.00 per hour	\$71.25
8	Terry McGill	1 hour, 35 minutes	\$45.00 per hour	\$71.25
9	Kelly O'Keefe	1 hour, 35 minutes	\$45.00 per hour	\$71.25
10	Michael Sconza	1 hour, 35 minutes	\$45.00 per hour	\$71.25
11	Gina Stross	1 hour, 35 minutes	\$45.00 per hour	\$71.25
12	Reischell Velmonte	1 hour, 35 minutes	\$45.00 per hour	\$71.25

VI. EMPLOYMENT STATUS CHANGES:

- A. Approval of Certified Staff for Movement on Guide for SY 2018-2019 - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Certified Staff for Movement on Guide for SY 2018-2019:

Last Name	First Name	Previous Position on Salary Guide	New Position on Salary Guide	Effective Date
McGill	Terrence	MA +15, Step R; \$94,999 + \$2,000 (Longevity)	MA +30, Step R; \$97,705 + \$2,000 (Longevity)	10/01/2018

- B. Ratification of Suspension - It is hereby moved, upon recommendation of the Superintendent, that the Board ratifies the following Suspension effective 10/9/2018:

Employee Number	Event	Effective Date
4394	Suspension (without pay)	10/09/2018

VII. REVISIONS: NONE

VIII. SCHOOL ACTIVITIES/PROGRAMS:

- A. Approval of Workshops/Conferences for SY 2018-2019 - It is hereby moved, upon recommendation of the Superintendent, that the Board approves the following Workshops/Conferences for SY 2018-2019:

	Attendee	Conference/ Workshop	Sponsoring Agency	Location	Date(s)	Registration	Travel
1	Anzul, John C.	Superintendent Study Council	NJSSC (NJ Supt. Study Council)	South Orange, NJ	10/11/18; 12/13/18; 1/17/19; 2/14/19; 3/14/19; 4/18/19; 5/23/19	\$600.00	\$16.06 Mileage per Date of Workshop (7@ \$16.06 = \$112.42: Total) \$3.00 Tolls per Date of Workshop (7 @ \$3.00 = \$21.00: Total) Total: \$133.42

2	Bozios, Megan	Fall User Group	Principal and Teacher Data Leadership Academy	Mahwah, NJ	10/26/18	\$0.00	\$8.99 Mileage
3	Hagopian, Michael	Fall User Group	Principal and Teacher Data Leadership Academy	Mahwah, NJ	10/26/18	\$0.00	\$8.99 Mileage
4	Heede, Jane	Promoting Social & Emotional Learning	Region V	Oradell, NJ	12/11/18	\$0.00	\$0.00
5	Kalotkin, Michele	Supporting Anxious Youth	NYU Child Study Center in Hackensack	Oradell, NJ	11/12/18	\$0.00	\$0.00
6	Krzastek-Kim, JeeNa	Intro to Adolescent DBT	NYU Child Study Center in Hackensack	Oradell, NJ	10/26/18	\$0.00	\$0.84 Mileage
7	Krzastek-Kim, JeeNa	Supporting Anxious Youth	NYU Child Study Center in Hackensack	Oradell, NJ	11/12/18	\$0.00	\$0.84 Mileage
8	Mason, Rima	Ethical Issues in the Schools	Rutgers School of Social Work	Parsippany, NJ	10/8/18	\$100.00	\$0.00
9	Mason, Rima	Play Therapy Techniques You Can Use Today	Rutgers School of Social Work	Paramus, NJ	10/26/18	\$100.00	\$0.00

10	Rabinowitz, Amy	Supporting Anxious Youth	NYU Child Study Center in Hackensack	Oradell, NJ	11/12/18	\$0.00	\$0.00
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IX. INTERNS/TUTORS/VOLUNTEERS: NONE

X. SPECIAL ISSUES: NONE