

Minutes of **Tuesday, August 20, 2013, Public Board Meeting** of the Orange Board Of Education held at 7:30 p.m., at the Administrative Building, 451 Lincoln Avenue, Orange, New Jersey.

Ms. Patricia Arthur presiding over tonight's meeting.

Mrs. Marion Graves-Jackson
Dr. Thomas Johnson
Ms. Emily Jukes **(Absent)**
Mr. Franklyn Ore **(Absent)**
Mrs. Daniela Small-Bailey
Mr. Arthur Griffa, School Board Vice-President
Mrs. Patricia Arthur, School Board President

ROLL CALL: (5) PRESENT (2) ABSENT

ALSO PRESENT:

- Mrs. Belinda Scott-Smiley, Administrative Assistant to the Superintendent for Operations/Human Resource Services
- Dr. Paula E. Howard, Deputy Superintendent of Schools
- Mr. Adekunle O. James, School Business Administrator/
Board Secretary
- Mr. Akindele Ayodele, Assistant School Business Administrator/Board Secretary

In conformance with the **Board of Education Policy 1120-1 and Open Public Meeting Act, Chapter 231**, this is to announce that this Public Board Meeting of the Orange Board of Education is being convened with adequate notice. Notice of this meeting has been posted at the Administrative Office, filed with the City Clerk's Office of the City of Orange Township and delivered to the Orange Transcript and the Star Ledger.

The City of Orange Township Board of Education encourages the participation and input from members of the public at its board meetings. However, in accordance with Board Policy, verbal attacks against individual staff members or members of the Board are not permitted. Persons are encouraged to address the Board regarding comments relating to agenda items or issues concerning the educational process. The Board of Education thanks you for your cooperation.

FLAG SALUTE

All in attendance will participate in performing the flag salute

PRESENTATIONS

One Moment of Silence in Honor of Former Employee

Stephanie Foster, Security Guard

Mr. Vernon Pullins, Supervisor, Special Services
Grades Self Assessment (HIB) Presentation

BOARD MINUTES

Closed Meeting – July 9, 2013
Public Meeting – July 9, 2013

BOARD COMMENTS

- Roll call was performed by Mr. James at 7:30pm after which all in attendance performed the Flag Salute and a Moment of Silence was observed in memory of Security Officer, Stephanie Foster.
- Dr. Howard updated the public on the staff training, instructional efforts and facility projects taking place in the District.
- A presentation on Harassment, Intimidation, and Bullying (HIB) was given by Mr. Vernon Pullins Jr.

PUBLIC COMMENTS

- Ms. Gloria Stewart (Citizen of Orange/Employee) sought clarification on a resolution relating to Rosa Parks Community School. She also sought clarification of Resolution #'s G13-021, G13-022 and G13-024. Mr. James explained the resolutions in detail.
- Ms. Wanda Reynolds (Teacher) who was transferred from Oakwood Avenue School to Cleveland Street School attended the public session to refute reasons for her transfer. She was asked to see Human Resources for the reasons concerning her transfer.

BOARD RESOLUTIONS

**A13-020 RESOLUTION TO ENTER INTO A CONTRACT WITH
SUNBELT STAFFING FOR THE 2013-2014 SCHOOL YEAR**

WHEREAS, the Orange Board of Education assures compliance with Board Policy 2460 and Part B of the individuals with Disabilities Education Act (IDEA) and the Administrative Code 6A:14-1. Furthermore, the Board will develop programs and procedures in effect to ensure the following;

WHEREAS, the Orange Board of Education will render services to any pupil with a disability who is eligible for Special Education and related services, even though the pupil is advancing from grade to grade;

WHEREAS, the Orange Board of Education will ensure all personnel serving pupils with disabilities are appropriately certified and licensed, where a license is required, in accordance with State and Federal law;

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education will enter into a contractual agreement with Sunbelt Staffing to provide adequate coverage and continuity of services for the following areas: Occupational Therapist, Physical Therapy, Speech Pathologist, Social Worker, LDTC, and School Psychologist, in the absence of the regularly scheduled certificated employees for the 2013-2014 School Year.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

A13-021 RESOLUTION TO ENTER INTO A CONTRACT WITH THE AMERICAN SCHOOL COUNSELOR ASSOCIATION FOR PROFESSIONAL DEVELOPMENT

WHEREAS, the Board of Education requires that a planned program of guidance and counseling be an integral part of the educational program of the schools to assist pupils in making and implementing informed educational and occupational choices including academic, career and personal/social development.

WHEREAS, a program of guidance and counseling, including developmental career guidance and exploration, shall be offered to all pupils in this school district and shall be conducted entirely by teaching staff members certified as guidance personnel and/or a member of the Child Study Team for elementary pupils.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education enters into a contractual agreement with the American School Counselor Association will be paid a total sum of \$2,500 for "a workshop on the ASCA National Model: A Framework for School Counseling Programs." It is further agreed that Orange Public School District will pay an additional \$500 if this agreement is signed fewer than 14 days prior to the initial delivery of the service. Services to be provided are delineated in accordance with the specifications detailed in the mutually accepted contractual agreement for the September 5, 2013 scheduled workshop.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

A13-022 RESOLUTION TO RENEW THE CONTRACT FOR CUSTODIAL AND GROUNDS SERVICES WITH POWER CLEAN, INCORPORATED (P.C.I.) FOR THE 2013-2014 SCHOOL YEAR ON A MONTH TO MONTH BASIS

WHEREAS, there exist a continued need to provide custodial and ground services in the district; and

WHEREAS, the 2013-2014 school year contracted services in the amount of \$214,228.00/month to include additional two (2) custodial manpower at 397 Park Avenue, Orange Early Childhood Center (OECC) and two (2) additional custodial manpower at 123 Cleveland Street, (2) additional custodial manpower at 368 Capuchin Way (Scholars Academy) at \$61,299.76 each location per year, and an addition of (2) Maintenance staff at \$75,000 due to the added square footages to the newly renovated/additions to the district facilities and grounds; and

WHEREAS, funds are available in the 2013-2014 budget for said purposes.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the revised Contract for Custodial and Grounds Management Services with Power Clean, Incorporated of Bellville, New Jersey, on a month to month basis in the pro-rated annual amount, as indicated above, for school year 2013-2014.

BE IT FURTHER RESOLVED, that the Contract be evaluated every month by the Business Administrator for its effectiveness in providing the prescribed services.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

**A13-023 RESOLUTION TO APPROVE THE FOOD SERVICE
MANAGEMENT CONTRACT WITH CHARTWELLS FOR THE
2013-2014 SCHOOL YEAR**

WHEREAS, there exists a continued need to provide food services management in the district; and

WHEREAS, Chartwells will implement a free breakfast at all of the District's elementary schools and Orange Preparatory Academy; and

WHEREAS, the Orange Board of Education approves a one (1) year service contract agreement with Chartwells Food Service Management Company; and

WHEREAS, the New Jersey Department of Agriculture, Bureau of Child Nutrition Programs, requires that the Board approves its food service management contract to include the following Contract language:

General Support Services Allowance (Administrative Fee) equal to Forty Thousand Seven Hundred and 00/100 Dollars (\$40,700.00) for the 2013-2014 contract year, payable in ten (10) equal installments of Four Thousand Seventy and 00/100 dollars (\$4,070.00)

Management Fee in an amount equal Eighty-three Thousand and 00/100 Dollars (\$83,000.00) per year payable in ten equal installments of Eight Thousand Three Hundred and 00/100 Dollars (\$8,300.00)

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the food service management contract with Chartwells for the 2013-2014 school year, as per the indicated language and amount stated above.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

B13-021 RESOLUTION TO APPROVE THE ADOPTION OF EMC LANGUAGES MATERIALS FOR K-12 (SPANISH, FRENCH, and MANDARIN)

WHEREAS, the Department of World Languages did an in-depth review of educational material; and

WHEREAS, there have been no new adoptions in the area; and

WHEREAS, the staff reviewed educational materials that would correlate with the **CCCS** and **Model Curriculum**

NOW, THEREFORE BE IT RESOLVED, that the Orange Board of Education approves the implementation Pilot of **EMC Languages Materials for K-12, for the 2013-2014 School Year.**

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

C13-045 RESOLUTION TO APPROVE THE TRANSFER OF FUNDS (FUND 11) FOR THE 2012-2013 SCHOOL YEAR

WHEREAS, the Orange School District requires budgetary transfers to meet the encumbrances for the 2012-2013 school year, as per attached

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the Transfer of Funds.

BE IT FURTHER RESOLVED, that the 2012-2013 budget be adjusted accordingly.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

E13-026 RESOLUTION TO APPROVE THE REQUEST OF THE GREAT COMMISSION LEARNING CENTER, INC., TO UTILIZE VARIOUS CLASSROOMS AT ORANGE HIGH SCHOOL TO HOST THEIR LITERACY, ESL AND DRUG PREVENTION TRAINING

WHEREAS, the Great Commission Learning Center, Inc. is requesting to utilize the following:

ORANGE HIGH SCHOOL {EIGHT (8) CLASSROOMS}
ANNUAL 2013-2014 LITERACY, ESL & DRUG PREVENTION TRAINING
MONDAY – FRIDAY
SEPTEMBER 9, 2013 – JUNE 6, 2014
4:30 P.M. - 9:00 P.M.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the request of the Great Commission Learning Center, Inc., as indicated above, pending the necessary signing and return of the Request to Use Facilities Form, Hold Harmless Agreement and proof of insurance coverage.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

E13-027 RESOLUTION TO APPROVE THE REQUEST OF THE HISPANOS MANO A MANO & EL SALVADOR RESTAURANT TO UTILIZE OUR LADY OF MOUNT CARMEL CHURCH PARKING LOT TO HOST THE 5TH ANNUAL CENTRAL AMERICAN AND MEXICO INDEPENDENCE FESTIVAL

WHEREAS, Hispanos Mano a Mano & El Salvador Restaurant is requesting to utilize the following:

OUR LADY OF MOUNT CARMEL CHURCH – PARKING LOT
5TH ANNUAL CENTRAL AMERICAN & MEXICO INDEPENDENCE FESTIVAL
SUNDAY – SEPTEMBER 29, 2013
12:00 P.M. - 10:00 P.M.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the request of Hispanos Mano a Mano & El Salvador Restaurant, as indicated above, pending the necessary signing of the Hold Harmless Agreement, proof of insurance coverage, completion of the Request to Use Facilities form and payment of facility usage fees in the amount of \$400.00.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

E13-028 RESOLUTION TO APPROVE THE REQUEST OF ORANGE BENGALS POP WARNER FOOTBALL/CHEER ORGANIZATION TO UTILIZE BELL STADIUM TO HOST THEIR HOME FOOTBALL GAMES

WHEREAS, the Orange Bengals Pop Warner Football/Cheer Organization is requesting to utilize the following:

BELL STADIUM (Including the Concession Stand & Press Box)
HOME FOOTBALL GAME
SATURDAYS, September 14, October 5 and October 12, 2013
7:00 A.M. – 8:00 P.M.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, hereby approves the request of the Orange Bengals Pop Warner Football/Cheer Organization, as indicated above, pending the necessary signing of the Hold Harmless Agreement, proof of insurance coverage, completion of the Request for Use of District Facilities form and the payment of any fees negotiated or established by the Business Administrator

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

E13-029 RESOLUTION TO APPROVE THE REQUEST OF THE SEVENTH-DAY ADVENTIST CHURCH OF THE ORANGES TO UTILIZE ORANGE HIGH SCHOOL PARKING LOT

WHEREAS, The Seventh-Day Adventist Church of the Oranges is requesting to utilize the following:

ORANGE HIGH SCHOOL PARKING LOT
SATURDAY, AUGUST 24, 2013
9:00 A.M. – 5:00 P.M.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves the request of The Seventh-Day Adventist Church of the Oranges, as indicated above, pending the necessary signing of the Hold Harmless Agreement, proof of insurance coverage and completion of the Request to Use Facilities form.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

F13-056 RESOLUTION TO APPROVE DISTRICT-WIDE FIELD TRIPS

WHEREAS, the Orange Board of Education seeks to expand educational opportunities by providing alternative non-traditional experiences.

NOW, THEREFORE BE IT RESOLVED, that the Orange Board of Education approves the field trips as per the attached summary.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

F13-057 RESOLUTION TO APPROVE DISTRICT-WIDE WORKSHOPS & CONFERENCES

WHEREAS, the Orange Board of Education seeks to expand educational opportunities by providing alternative non-traditional experiences.

NOW, THEREFORE BE IT RESOLVED, that the Orange Board Of Education approves the Workshops/Conferences as per attached summary.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

F13-058 RESOLUTION TO APPROVE THE ORANGE PUBLIC SCHOOLS GRADING, PROMOTION AND RETENTION GUIDELINES

WHEREAS, Board Policy 2624 states that the board of Education directs the Superintendent to develop a Grading, Promotion and Retention Guideline; and

WHEREAS, a District Committee was convened to develop the Guidelines in 2011 and were adopted by the Board; and

WHEREAS, the guidelines were revised by a District Committee in 2013;

NOW, THEREFORE BE IT RESOLVED that the Board of Education adopt the Grading, Promotion and Retention Guidelines for 2013-2014 school year.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

F13-059 RESOLUTION TO APPROVE THE DISTRICT SELF-ASSESSMENT FOR DETERMINING GRADES UNDER THE ANTI-BULLYING BILL OF RIGHTS

WHEREAS, the Commissioner of Education has established guidelines for programs to grade each school to assess the efforts to implement policies and programs consistent with the HIB Law; and

WHEREAS, the district grade is determined by averaging the grades of all schools in the district; and

WHEREAS, the average grades must be presented to the Board of Education in a public session; and

NOW, THEREFORE, BE IT RESOLVED, that the Board approves the District Self-Assessment for determining grades under the Anti-Bullying Bill of Rights.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

G13-021 RESOLUTION TO APPROVE THE NAME CHANGE OF ROSA PARKS CENTRAL COMMUNITY SCHOOL TO ROSA PARKS COMMUNITY SCHOOL

WHEREAS, the Orange Board of Education desires to change the current name of the Rosa Parks Central Community School to Rosa Parks Community School; and

WHEREAS, the Central Elementary School is no longer a stand alone school, and;

WHEREAS, the District is focused on providing efficient and effective educational programs; and

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent and the Facilities Committee, that the Rosa Parks Central Community School be renamed the Rosa Parks Community school.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

**G13-022 RESOLUTION TO APPROVE THE PURCHASE AGREEMENT
OF 455 FAIRVIEW AVENUE BUILDING FOR ADDITIONAL
ADMINISTRATION SPACE**

WHEREAS, the Orange Board of Education Public School District previously approved the Five -Year Facility Management Plan, dated May 15, 1999; and

WHEREAS, the revised Five-Year Facility Management Plan calls for the construction of various renovations and improvement of district facilities, and

WHEREAS, the Board of Education desires that the school improvements envisioned by the Five-Year Facility Master Plan be implemented as expeditious as possible; and

WHEREAS, the Superintendent of Schools recommends the acquisition of additional administrative space to help alleviate the space deficiencies required to provide a more structured administrative work environment required by the district; and

WHEREAS, the property is now for sale with an appraised value of \$240,000 as per attached appraisal report and proposed purchase contract agreement plus any closing cost as approved by the Business Administrator; and

WHEREAS, listed below is the name and address of the intended purchase space for this purpose:

**Block 5104 Lot 11
455 Fairview Avenue
Orange, New Jersey**

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, as recommended by the Superintendent of Schools and the Business Administrator approves to purchase the facility located at 455 Fairview Avenue, Orange New Jersey 07050; and

BE IT FURTHER RESOLVED, that the Orange Board of Education, approves the attached purchase arrangement schedule as negotiated by the board attorney with the owner or owners and that this purchase arrangement is satisfactory to the Superintendent of Schools and the Business Administrator. That the board attorney should proceed with the closing of the transaction as soon as possible.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

**G13-023 RESOLUTION TO SUPPORT THE NEW JERSEY SCHOOL
BOARDS ASSOCIATION INSURANCE GROUP (NJSBAIG)
CHANGES TO ITS BYLAWS AS PROPOSED BY THEIR
BOARD OF TRUSTEES**

WHEREAS, the Orange Board of Education is a member school district of the NJSBAIG and have reviewed the Bylaw changes proposed by the Board of Trustees of the NJSBAIG and have deemed the changes to be acceptable; and

WHEREAS, the proposed changes of the Bylaws is required to be supported by seventy-five percent of the member schools at a regular public Board of Education meeting;

NOW THEREFORE, BE IT RESOLVED, that the Orange Board of Education, at the best interest of the district, hereby support and approves the proposed amendments to the NJSBAIG Bylaws.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.
ROLL CALL: (5) YEA (0)NAY

**G13-024 RESOLUTION TO APPROVE THE PURCHASE OF 396
CLARENDON PLACE IN ORANGE NEW JERSEY**

WHEREAS, the Orange Board of Education Public School District previously approved the Five –Year Facility Management Plan, dated May 15, 1999; revised in 2005; and

WHEREAS, the Board of Education desires that the school improvements envisioned by the Five-Year Facility Master Plan be implemented as expeditiously as possible to help alleviate some space deficiencies that are required to provide a more structured in-district instructional program; and

WHEREAS, the property located at 396 Clarendon Place, adjacent to the Orange High School is for sale; and

WHEREAS, listed below is the owner’s name, and address of the property:

Mr. Arnest Eyong
396 Clarendon Place
Orange, NJ 07050

WHEREAS, the property for sale has an appraised value of \$175,000 as per attached appraisal report and attached negotiated acceptance by the owner at an additional 10% over the appraised value for a total of \$192,500.00 purchase contract agreement plus any closing cost as approved by the Business Administrator; and

WHEREAS, that the Orange Board of Education, as recommended by the Superintendent of Schools and the School Business Administrator approves to negotiate the purchase of 396 Clarendon Place, Orange New Jersey; and

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education, approves the attached purchase arrangement schedule as negotiated by the board attorney with the owner or owners and that this purchase arrangement is satisfactory to the Superintendent of Schools and the Business Administrator and that the Board Attorney, should proceed with the closing of the transaction as soon as possible.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

G13-025 RESOLUTION TO APPROVE THE DISTRICT'S GOALS AND OBJECTIVES FOR THE 2013-2014 SCHOOL YEAR

WHEREAS, the Orange Board of Education and the Superintendent of Schools developed the District's Goals and Objectives for the 2013-2014 school year.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby adopts the attached District Goals and Objective for the 2013-2014 school year.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

G13-026 RESOLUTION TO ACCEPT THE DONATION OF BACKPACKS AND SCHOOL SUPPLIES

WHEREAS, Margaret Cunningham and the Jack and Jill of North Jersey Organization has offered to donate three hundred (300) backpacks containing spiral notebooks, pencils and rulers; and

WHEREAS, this donation will be designated for use at Oakwood Avenue School; and

NOW, THEREFORE, BE IT RESOLVED, that the Orange Board of Education hereby approves and accepts the donation of three hundred (300) backpacks containing spiral notebooks, pencils and rulers, and offers their sincere appreciation to Margaret Cunningham and the Jack and Jill of North Jersey Organization for their generosity and support of the children in our Schools.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

H. Case Numbers

Out-of-District Placement Cases

#'s 107770, 220191, 300880, 301524, 302215, 303722, 304680, 304987

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

HUMAN RESOURCE AGENDA

- Leave of Absences
- Appointments
- Separation
- Stipends
- Other Personnel Actions
- Transfers
- Reassignments
- For the Record

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.
ROLL CALL: (5) YEA (0)NAY

DISTRICT MEETINGS

- Next scheduled meetings are as follows:

Public

- Facilities Committee Meeting – Monday September 9, 2013 at 2:30p.m.,451 Lincoln Avenue.
- Next Public Board Meeting – September 10, 2013 at 7:30 p.m., Orange Preparatory Academy Auditorium, 400 Central Avenue
- Curriculum Committee Meeting – Tuesday, TBD at 5:00 p.m., 451 Lincoln Avenue.

Closed

- Human Resource Committee Meeting – Wednesday, TBD at 5:00 p.m.

CORRESPONDENCES

COMMITTEE REPORTS

BOARD COMMENTS

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Pursuant to N.J.S.A. 10:4-12 and in conformance with the Board of Education Policy 1120-1 **and Open Public Meeting Act, Chapter 231**, this is to announce that the Orange Board Of Education will hold its next regularly scheduled **Meeting on July 9, 2013** Closed Session at 5:30 p.m. and Public Session at 7:30 p.m. It is expected that the discussion undertaken in the closed session board meeting can be made public at the time official action is taken or when its confidentiality is no longer required.

Motion to adjourn Public Session.

Moved by Arthur Griffa. Seconded by Marion Graves-Jackson.

ROLL CALL: (5) YEA (0)NAY

APPROVAL DATE: September 10, 2013

ATTESTED TO BY:



**School Business Administrator/
Board Secretary**

