

AGENDA – REGULAR PUBLIC MEETING

DECEMBER 12, 2011

1. Call to Order
2. Salute to the Flag
3. **Fire Emergency Announcement:** In accordance with N.J.A.C. 5:70-3.1, please note that the fire/emergency exit is located to the left as you leave the Board Conference room. If that exit is blocked, proceed through the Board Office to the rear fire exit.
4. Roll Call
5. Presiding Officer's Meeting Notice Statement
6. Acknowledge CDW's Boys & Girls Soccer Team @ 7:30 p.m.
7. Presentation of the 2010-11 Audit - Gary Vinci (LVH)
8. Public Hearing on Meeting Agenda
9. Board Discussion and Formal Action on Agenda Business
 - **Board Operations/Policy**
 - **Human Resources**
 - **Student Development**
 - **Finance & Budget**
10. Superintendent's Report
11. Board Secretary's Report
12. President's Report/Correspondence
13. Committee Reports
14. Public Hearing on Other Than Meeting Agenda
15. Unfinished Business
16. New Business
17. Adjournment

Please Note: It may be necessary, from time to time, to remove or make changes in a motion(s) between the time this agenda is prepared and when the Board takes action. This will be accomplished by a removal or change in the motion and noted on the Errata and Change sheet, or will be announced by the Board President at the start of the meeting.

AGENDA

DECEMBER 12, 2011

1. Roll Call: Ms. LaFronz, Ms. Brosnan, Ms. Gray, Ms. Hliboki, Mr. McDermott
2. Presiding Officer's Meeting Notice Statement

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Old Tappan Board of Education has caused notice of this meeting by posting the date, time and location of said meeting with the Clerk of the Borough of Old Tappan, on the bulletin boards in the T. Baldwin Demarest School and Charles DeWolf Middle School, and by mailing notification to the Board's official newspapers.

3. Motion to open the meeting to the public for items on the **DECEMBER 12, 2011** Agenda.

Roll Call

4. Motion to close the meeting to the public.

Roll Call

I. BOARD OPERATIONS/POLICY
Ms. Nicole Gray

DECEMBER 12, 2011

Any Board member who takes exception to any of the following listed actions under the category of Board Operations/Policy may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by _____, seconded by _____ that the following Board Operations/Policy actions of the Board, as recommended by the Superintendent, number 52 through 61 excepting actions be approved.

Roll Call:

52. that the Board approve and adopt the following schedule listed below:

The Board resolves to meet, in executive (Non-Public) session, on the dates and for the purposes listed on the schedule. The minutes of these sessions will be disclosed to the public when the need for confidentiality no longer exists. Formal action may be taken by the Board at any public meeting, including Work Sessions.

Date	Time	Location	Type	Agenda
12/12/11	7:00	Conference Rm.	E.S.	Personnel
	7:30	Lynch Gym	P.M.	Acknowledgement of Soccer Team
	8:00	Conference Rm.	P.M.	Regular Business
1/9/12	7:00	Conference Rm.	E.S.	Personnel
	8:00		W.S.	Regular Business
1/23/12	7:00	Conference Rm.	E.S.	Personnel
	8:00		P.M.	Regular Business

53. that the Board approve the minutes and attachments of the November 21, 2011 Regular Public Meeting and Executive Session I.

54. that the Board approve the 2nd reading of the following revised Policy: **(attached)**

4111	Recruitment, Selection and Hiring – Certified Staff
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55. that the Board rescind policy number 5131.10, *Threats Sent Via Modern Technology*, originally approved on 2/27/2006 and revised on 4/28/2008. **(attached)**

EXPLANATION: on 11/7/11, the Board approved a required new policy entitled *Dating Violence*. This policy was given the number 5131.10. The policy *Threats Sent Via Modern Technology* is being subsumed by the district's *Harassment, Intimidation and Bullying* policy number 5131.2.

I. BOARD OPERATIONS/POLICY (Cont'd)

DECEMBER 12, 2011

56. that the Board approve the following resolution to submit the Statement of Assurances with regards to the New Jersey Quality Single Accountability Continuum:

WHEREAS, the Old Tappan Board of Education in the County of Bergen is undergoing evaluation under NJ QSAC for the 2011-2012 school year, and

WHEREAS, N.J.A.C. 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district's Statement of Assurances with respect to this process, now, therefore, be it

RESOLVED, that the Old Tappan Board of Education does hereby authorize the Superintendent of Schools to submit the Statement of Assurances to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

57. that the Board approve the following resolution regarding employee travel:

WHEREAS, The Board of Education believes that selective travel and conference participation results in increased growth, keeps the administration, staff, and the Board informed about modern practices and trends, contributes to professional development and maintains and enhances the District's standing; and

WHEREAS, **Janet Olsson**, Information Technology Coordinator, will be attending the NJASA Techspo 2012, in Atlantic City, NJ, 1/25/12 through 1/27/12, and

WHEREAS, for District employees, the attendance at this conference has either been previously approved in writing by the Superintendent and/or is provided for in the employee's current employment agreement, as work related and within the scope of his/her work responsibilities; and

WHEREAS, the attendance at the function will promote delivery of instruction or will further enhance the efficient operation of the school district, is fiscally prudent, directly relates to and within the scope of this employee's and/or board member's current responsibilities, and is directly related to their professional development; and

WHEREAS, the anticipated travel and related expenses particular to attendance at this function are as follows:

Hotel (conference site) = \$100 per night (plus taxes)
Conference registration = \$369
Mileage = actual miles driven at the prevailing IRS rate
Tolls = actual cost of tolls
Parking = actual parking costs
Meals & incidentals = N/A (amount per the US General Services Administration website for conference location); now, therefore be it

RESOLVED, that the Board approves Ms. Olsson's attendance at the aforementioned conference as well as the related travel expenses.

I. BOARD OPERATIONS/POLICY (Cont'd)

DECEMBER 12, 2011

58. that the Board approve the following resolution format regarding employee travel:

WHEREAS, The Board of Education believes that selective travel and conference participation results in increased growth, keeps the administration, staff, and the Board informed about modern practices and trends, contributes to professional development and maintains and enhances the District's standing; and

WHEREAS, **Linda Fusco**, will be attending the conference "*Eating Disorders*", on 12/8/11, at Care Plus, in Paramus, NJ

WHEREAS, for District employees, the attendance at this conference has either been previously approved in writing by the Superintendent and/or is provided for in the employee's current employment agreement, as work related and within the scope of his/her work responsibilities; and

WHEREAS, the attendance at the function will promote delivery of instruction or will further enhance the efficient operation of the school district, is fiscally prudent, directly relates to and within the scope of this employee's and/or board member's current responsibilities, and is directly related to their professional development; and

WHEREAS, the anticipated travel and related expenses particular to attendance at this function are as follows:

- Conference registration = \$20
- Mileage = actual miles driven at the prevailing IRS rate
- Tolls = actual cost of tolls
- Parking = actual parking costs
- Meals & incidentals = N/A (amount per the US General Services Administration website for conference location); now, therefore be it

RESOLVED, that the Board approves Ms. Fusco's attendance at the aforementioned conference as well as the related travel expenses.

59. that the Board approve the following resolution regarding employee travel:

- WHEREAS, The Board of Education believes that selective travel and conference participation results in increased growth, keeps the administration, staff and the Board informed about modern practices and trends, contributes to professional development and maintains and enhances the District's standing; and
- WHEREAS, **Douglas Barrett**, School Business Administrator, will be attending the NJASBO Conference, in Atlantic City, NJ, from 6/6/12 – 6/8/12 and
- WHEREAS, the attendance at this conference has either been previously approved in writing by the Superintendent and/or is provided for in Mr. Barrett's current employment agreement, as work related and within the scope of his work responsibilities; and
- WHEREAS, the attendance at the function will promote delivery of instruction or will further efficient operation of the school district, is fiscally prudent, directly relates to and within the scope of this employee's current responsibilities, and is directly related to the employees professional development; and
- WHEREAS, the anticipated travel and related expenses particular to attendance at this function are as follows:
- Hotel (conference site) = \$100 per night (plus taxes)
 - Conf. registration = \$150
 - Mileage = Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile)
 - Tolls = actual cost of tolls
 - Parking = actual parking costs
 - Meals & incidentals = to be calculated (amount per the US General Services Administration website for conference location); now, therefore be it
- RESOLVED, that the Board approves Mr. Barrett's attendance at the aforementioned conference as well as the related travel expenses.

60. that the Board approve the following resolution:

WHEREAS, the Old Tappan Board of Education believes that a positive sports program helps children learn basic athletic skills, builds self esteem and confidence, along with developing social skills and

WHEREAS, the Charles DeWolf Middle School Boys' and Girls' Soccer team, coached by Steve Gagliano, who instilled in his players the desire to put forth their best effort as individuals and as a members of a unified team, while teaching them self respect and good sportsmanship to all, whether they win or lose, and

WHEREAS, the Charles DeWolf Boys' and Girls' Soccer team finished the season with an overall record of 12 wins, 0 losses, and 1 tie, capturing the championship by defeating Harrington Park 2-1, and

WHEREAS, our Old Tappan Knights defeated a determined Harrington Park team in the Northern Valley Elementary Soccer Championship game under the lights at Old Tappan High School, by scoring in overtime with less than two minutes remaining before sending the game into penalty kicks, to win the title now, therefore, be it

RESOLVED, that the Old Tappan Board of Education recognizes and congratulates Coach Gagliano and the 24 members of the now 2011 Northern Valley Elementary Boys and Girls Soccer Championship Team, for their outstanding season and their dedication and passion for their sport and to each other.

I. BOARD OPERATIONS/POLICY

(Cont'd)

DECEMBER 12, 2011

61. that the Board approve the following resolution regarding legislation seeking Amendment to Senate Bill 2925 (Ruiz)/Assembly Bill 4132 (Coutinho/Singleton) to Retain Local School Board and Superintendent Authority over Personnel Decisions:

- WHEREAS, Under current law and practice, school district hiring decisions are made upon the recommendation of the chief school administrator to the local board of education; and
- WHEREAS, Hiring procedures leading up to the chief school administrator's recommendation should always consider the perspective of the school principal; and
- WHEREAS, District-level factors, including the allocation of resources, programming considerations and educational goals, should take precedent when hiring and placing instructional staff; and
- WHEREAS, Proposed legislation to provide long-overdue reform of the state's tenure process and seniority system also includes provisions that would significantly diminish the involvement of the superintendent and local school board in personnel matters; and
- WHEREAS, In particular, the Teacher Effectiveness and Accountability for the Children of New Jersey (TEACHNJ) Act.", Senate Bill 2925/Assembly Bill 4132, would give sole authority to appoint or remove instructional staff to the principal, in consultation with a "school improvement panel," consisting of the principal, an assistant principal and an instructional staff member nominated by the principal and approved by the staff; and
- WHEREAS, The TEACHNJ Act would completely remove the local board of education and the district superintendent from future personnel decisions; and
- WHEREAS, In New Jersey, the community selects a school board, which has a fiduciary relationship with taxpayers and which sets education policy goals; and
- WHEREAS, The community vests in the board of education the authority to approve or reject personnel recommendations made by the superintendent; and
- WHEREAS, In making his or her personnel recommendations to the local board of education, the superintendent normally seeks the input of district and building-level administrators, including school principals; and
- WHEREAS, The current hiring and staffing process has worked successfully in school districts throughout the state, as evidenced by New Jersey students' performance on nationwide measures of achievement, such as the National Assessment of Education Progress. Now therefore be it
- RESOLVED, That the Old Tappan Board of Education urges the Legislature to amend Senate Bill 2925 and Assembly Bill 4132 to ensure that personnel hiring and placement decisions remain under the authority of the district superintendent, with the approval of the local board of education, the community's elected or appointed representatives; and be it further
- RESOLVED, That this resolution be delivered to Governor Chris Christie; State Senate President Stephen M. Sweeney; Senator Teresa M. Ruiz, chair, and all members of the Senate Education Committee; Assembly Speaker Sheila Y. Oliver; Assemblyman Patrick Diegnan, chair, and all members of the Assembly Education Committee; Assemblyman Albert Coutinho; Assemblyman Troy Singleton; and the 39th Legislative District's representatives in the state Senate and General Assembly; and be it further
- RESOLVED, That copies of this resolution be sent to the New Jersey School Boards Association and the Bergen County School Boards Association.

II. HUMAN RESOURCES
Ms. Lorraine Hliboki

DECEMBER 12, 2011

Any Board member who takes exception to any of the following listed actions under the category of Human Resources may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by _____, seconded by _____ that the following Human Resource actions of the Board, as recommended by the Superintendent, number 59 through 62 excepting actions be approved.

Roll Call:

59. that the following Regular Substitute be employed on a per diem basis, as needed for the 2011-12 school year:

Bonita (Bonnie) Krentzman

60. that the Board rescind motion #56 and approve the revised Family Leave for Lacey Lin Wang in accordance with Board Policy 4151.10 as follows:

<u>Teacher/Assignment</u>	<u>Dates</u>	<u>Reason</u>
Lacey Lin	9/17/11 – 10/9/11	Presumptive Period of Disability (Pre-birth) with pay & health benefits
	10/10/11 – 11/20/11	Presumptive Period of Disability (Post-birth) with pay & health benefits
	11/21/11 – 2/13/12	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

61. that the Board approve Dr. Hugh Bases, Developmental Pediatrician, as an outside evaluator and expert witness evaluator used by the CST as Resources for the 2011-12 school year.
62. that the Board approve Marjorie Apollo-Rizzo as a full-time teacher aide (\$15 an hour, no health/dental benefits) for an out of district placement (student #407) at the Closter Public School.

III. STUDENT DEVELOPMENT
Ms. Diane Brosnan

DECEMBER 12, 2011

Any Board member who takes exception to any of the following listed actions under the category of Student Development may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by _____, seconded by _____ that the following Human Resource actions of the Board, as recommended by the Superintendent, number 8 through 9 excepting actions _____ be approved.

Roll Call

8. that the Board approve the extension of home instruction (previously approved for 9/20/2011 – 11/4/2011, at the 9/26/11 Public Meeting) for student #1 through December 28, 2011, for 5 hours per week.
9. that the Board approve home instruction for student #2, effective November 29, 2011, for 5 hours per week.

V. FINANCE & BUDGET
Mr. Tom McDermott

DECEMBER 12, 2011

Any Board member who takes exception to any of the following listed actions under the Category of Finance & Budget may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by _____, seconded by _____ that the following Finance & Budget actions of the Board, as recommended by the Superintendent, number 67 through 81 excepting actions be approved.

Roll Call:

67. that the Board approve payment of the following vendor bill list (as detailed in the list attached to the agenda of this meeting), including adjustments to previously approved bill payments. The School Business Administrator/ Board Secretary is authorized to release the warrants for payments of **December, 2011** bills in the amount of **\$264,375.95** for the current expense. **(attached)**
68. that the Board approve payment of the payroll (as detailed in the list attached to the agenda of this meeting). The School Business Administrator/Board Secretary is authorized to release the warrant for the payroll of **\$720,006.14** for the month of **December, 2011**.
69. that the Board approve the **November, 2011** Transfers. **(attached)**
70. that the Board authorize Pamela Baxley, Assistant Business Administrator, to sign the "2011 Certification of Compliance and Federal and State Law Respecting the Reporting of Compensation for Certain Employees".
71. that the Board authorize payment of educational tuition and/or transportation for the following pupil for the 2011-2012 school year:
- | <u>Student</u> | <u>Facility Location</u> | <u>Tuition</u> | <u>Transportation</u> |
|----------------|--------------------------|----------------|-----------------------|
| 467 | Closter | \$14,752 | To be determined |
72. that the Board approve Home Consulting Services for home based therapy through the Valley Program for student #456 for 4 hours per week for 5 weeks at the rate of \$35/hr, for the period November, 2011 – January 2012.
73. that the Board accept a donation of a Dell PowerEdge R410 Rack Server, valued at \$1,009, from Mr. Gary Fischman of Old Tappan, NJ.
74. that the Board accept the allocation of \$18,983 under the Federal Education Jobs Act, for the 2011-2012 school year. **(attached)**
75. that the Board accept the allocation of an additional \$595 in funds under the Federal Education Jobs Act, for the 2011-2012 school year. **(attached)**

V. FINANCE & BUDGET

(Cont'd)

DECEMBER 12, 2011

76. that the Board accept with gratitude the donations of the following items from the Old Tappan Parent Teacher Association (Old Tappan PTA):
- Interactive White Boards (installed in the T. Baldwin Demarest and Charles DeWolf schools)
 - Old Tappan Schools electronic sign (located in front of the Charles DeWolf School)
 - Portable Bose sound systems (for the T. Baldwin Demarest and Charles DeWolf schools)
 - Folding chairs and storage carts (for the T. Baldwin Demarest School)
 - Multiple board games (for the T. Baldwin Demarest School)
 - Peaceful Playground Program and equipment (for the T. Baldwin Demarest School)
 - Digital cameras (six for the T. Baldwin Demarest School)
77. that the Board approve/accept the 2010-11 Audit/Comprehensive Annual Financial Report (CAFR).
78. that the Board approve/accept the 2010-11 School Audit Recommendations/Auditors Management Report.
79. that the Board approve/accept the 2010-11 Audit Synopsis.
80. that the Board approve/accept the 2010-11 School Audit Recommendation Corrective Action Plan.
81. that the Board approve the following resolution:

Pursuant to N.J.A.C. 6:20-2.13(d), the Board Secretary certifies for the month of **November, 2011** no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education in the 2011-12 school district budget pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1. **(see Account Totals Report) (attached)**

Douglas Barrett
Board Secretary

Date

RESOLUTION

WHEREAS, Chapter 231 of the Public Laws of 1975 known as the "Open Public Meetings Act" and also known as the "Sunshine Law" permits the holding of a private meeting to which the public is not invited for the purpose of permitting the discussion of various exempted matters after the adoption of a Resolution setting forth the general nature of the subject matter to be discussed, and as precisely as possible, the time when the circumstances under which the discussion conducted in the closed session can be disclosed to the public.

NOW, THEREFORE, BE IT RESOLVED that the Old Tappan Board of Education convene at the time and place hereinafter set forth for a private executive session to which the public is not invited to discuss the following general subject matters:

1. Matters which are confidential by federal law, state statute or rule of court.
2. Matters in which the release of information would impair a right to receive United States Government funds.
3. Matters which would constitute an unwarranted invasion of individual privacy.
4. Matters involving any collective bargaining agreement, the terms and conditions proposed for inclusion and the negotiation of same.
5. Matters involving the purchase, lease or acquisition of property with public funds, the setting of banking rates or investment of public funds where the public's interest could be adversely affected.
6. Matters involving tactics and techniques used for protecting the safety and property of the public, as well as investigations of violations or possible violations of the law.
7. Any pending or anticipated litigation or contract negotiations, other than collective negotiations, in which the public body is or may become a party.
8. Matters falling within the attorney/client privilege.
9. Matters relating to personnel involving employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body.
10. Matters involving the quasi-judicial deliberations of a public body that may result in the imposition of a specific civil penalty or the suspension or loss of a license or permit as a result of an act or omission for which the party bears responsibility.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Old Tappan Board of Education will disclose to the public the minutes of this session when the need for confidentiality no longer exists.

BE IT FURTHER RESOLVED that the private executive session aforementioned take place in the Conference Room at the Charles DeWolf Middle School forthwith.

Motion to move into Executive Session at _____ p.m.

Moved by _____ 2nd by _____

Meeting Adjourned _____