

## WORK SESSION AGENDA FOR JANUARY 23, 2012 REGULAR PUBLIC MEETING

JANUARY 9, 2012

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. Public Hearing on Meeting Agenda
7. Board Discussion and Formal Action on Agenda Business
  - **Board Operations/Policy**
  - **Human Resources**
  - **Student Development**
  - **Finance & Budget**
8. Superintendent's Report
9. Board Secretary's Report
10. President's Report/Correspondence
11. Committee Reports
12. Public Hearing on Other Than Meeting Agenda
13. Unfinished Business
14. New Business
15. 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

**JANUARY 9, 2012**

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 **JANUARY 9, 2012** Agenda.

Roll Call

4. Motion to close the meeting to the public.

Roll Call

**I. BOARD OPERATIONS/POLICY**  
**Ms. Nicole Gray**

**JANUARY 9, 2012**

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 62 through 66 excepting actions be approved.

Roll Call:

62. 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.

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Type</b>	<b>Agenda</b>
1/9/12	7:30	Conference Rm.	E.S.	Personnel
	8:00	Conference Rm.	W.S.	Regular Business
1/23/12	7:00	Conference Rm.	E.S.	Personnel
	7:30	Lynch Gym	P.M.	Regular Business

63. that the Board approve the minutes and attachments of the December 12, 2011 Regular Public Meeting and Executive Session I.

64. that the Board approve the **1st** reading of the following Regulation: **(attached)**

3541.33R	Transportation Safety
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I. BOARD OPERATIONS/POLICY (Cont'd)

JANUARY 9, 2012

65. 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, **Sandra Applebaum**, LDTC, will be attending the workshop *The Defendable IEP* at Region V Special Education, Paramus NJ, 2/10/12, 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:

Conference registration = \$50.00  
Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) – 10 @ .31 miles = \$3.10  
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. Applebaum's attendance at the aforementioned conference as well as the related travel expenses.

I. BOARD OPERATIONS/POLICY (Cont'd)

JANUARY 9, 2012

66. that the Board adopt the following resolution in support of School Board Recognition Month:

WHEREAS, The New Jersey School Boards Association and the National School Boards Association have declared January 2012 to be **School Board Recognition Month**, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, the Old Tappan Board of Education is one of 587 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, the Old Tappan Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, that the Old Tappan Board of Education does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2012 as **School Board Recognition Month**; and be it further

RESOLVED, that the Old Tappan Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

**II. HUMAN RESOURCES**  
**Ms. Lorraine Hliboki**

**JANUARY 9, 2012**

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 63 through 63 excepting actions be approved.

Roll Call:

63. that the Board approve Katie Giovinazzo as a teacher aide (\$15 an hour, no health/dental benefits) for a student at TBD for the period 1/3/12 – 6/30/12.

**III. STUDENT DEVELOPMENT**  
**Ms. Diane Brosnan**

**JANUARY 9, 2012**

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 Student Development actions of the Board, as recommended by the Superintendent, number 10 through 10 excepting actions be approved.

Roll Call

10. that the Board approve the adoption of Holt Social Studies: *United States History Full Survey (2012)*, as the 7<sup>th</sup> and 8<sup>th</sup> grade social studies textbook.

**V. FINANCE & BUDGET**  
**Mr. Tom McDermott**

**JANUARY 9, 2012**

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 82 through 84 excepting actions 85 through 88 be approved.

Roll Call:

82. 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 **January, 2012** bills in the amount of **\$251,692.53** for the current expense. **(attached)**

83. that the Board approve the **November, 2011** Custodian of School Monies Report and Board Secretary's Report.

84. that the Board approve the following resolution:

Resolved, that the Old Tappan Board of Education pursuant to N.J.A.C. 6A:23-2.11 certified for the month of **November, 2011** (after review of the Board Secretary's and Treasurer's monthly financial reports) to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11, and that we believe as of this date sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

85. that the Board approve the **December, 2011** Transfers.

86. that the Board approve the **December, 2011** Custodian of School Monies Report and Board Secretary's Report.

87. that the Board approve the following resolution:

Resolved, that the Old Tappan Board of Education pursuant to N.J.A.C. 6A:23-2.11 certified for the month of **December, 2011** (after review of the Board Secretary's and Treasurer's monthly financial reports) to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11, and that we believe as of this date sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

88. 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 **December, 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)**

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Douglas Barrett  
Board Secretary

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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 \_\_\_\_\_