

AGENDA - REGULAR PUBLIC MEETING

APRIL 13, 2015

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 the Girl Scout Gold Award recipients and Mr. Mark Geerinck at 7:30 p.m.
7. Public Hearing on Meeting Agenda
8. President's Report/Correspondence
9. Superintendent's Report
10. Board Secretary's Report
11. Committee Reports
12. Board Discussion and Formal Action on Agenda Business
 - Board Operations
 - Human Resources
 - Student Development
 - Physical Resources
 - Finance & Budget
13. Public Hearing on Other Than Meeting Agenda
14. Unfinished Business
15. New Business
16. 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.

I. BOARD OPERATIONS/POLICY
Mr. Kurt Linder

APRIL 13, 2015

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 154 through 164 be approved.

Roll Call:

154. 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
4/13/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	7:30 p.m.		P.M.	Acknowledgements
	Immediately Following		P.M.	Regular Business
4/27/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business/ Budget Hearing
5/11/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

155. that the Board approve the minutes and attachments of the March 18, 2015 Regular Public Meeting and Executive Session I. **(attached)**

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

5141.21	Administering Medication
5141.23	Concussion Management
6114	Emergencies and Disaster Preparedness
6171.2	Gifted and Talented
6173	Home Instruction
7110	Long-Range Facilities Planning

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

5141.23	Concussion Management
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158. that the Board adopt the following resolution regarding the achievement of the Girl Scout Gold Award as follows:

WHEREAS,	Marlene Geerinck , a member of Girl Scout Troop 1371 led by Mrs. Jennifer Parcels, has distinguished herself by completing the requirements for the prestigious Girl Scout of America Gold Award ; and
WHEREAS,	The Gold Award is the highest award a Girl Scout can earn, and Marlene is the thirteenth Girl Scout from the Borough of Old Tappan to achieve this award; and
WHEREAS,	To earn this award, Marlene supported Old Tappan's food bank by coming up with new and creative collections. Marlene reached out to the community through social media, contacted realtors, kitchen contractors and occupants of homes for sale. These efforts produced full shelves at the local food pantry; and
WHEREAS,	The Gold Award is given only to those young women who have attained outstanding achievements in scouting and who have earned the esteem of their community and fellow scouts, and
WHEREAS,	Marlene has shown her leadership skills, organizational skills, and sense of community and commitment that comes from "Going for the Gold"; now, therefore be it
RESOLVED,	That the Old Tappan Board of Education wishes to recognize the significance of this meritorious achievement, and congratulate and honor Marlene Geerinck as a recipient of the Girl Scout Gold Award; and be it further
RESOLVED,	That Marlene's name be inscribed on the plaque for the Girl Scout Gold Award displayed in the Charles DeWolf Middle School vestibule, and a copy of this resolution be presented to her.

159. that the Board adopt the following resolution regarding the achievement of the Girl Scout Gold Award as follows:

WHEREAS,	Paige Sunden , a member of Girl Scout Troop 1371 led by Mrs. Jennifer Parcels, has distinguished herself by completing the requirements for the prestigious Girl Scout of America Gold Award ; and
WHEREAS,	The Gold Award is the highest award a Girl Scout can earn, and Paige is the fourteenth Girl Scout from the Borough of Old Tappan to achieve this award; and
WHEREAS,	To earn this award, Paige collected baby/infant items for the Lighthouse Pregnancy Center, for women, couples and babies in need, by hosting a " <i>baby shower</i> ". Paige raised more than \$5,000 worth of baby items and continues collecting and supporting the organization; and
WHEREAS,	The Gold Award is given only to those young women who have attained outstanding achievements in scouting and who have earned the esteem of their community and fellow scouts, and
WHEREAS,	Paige has shown her leadership skills, organizational skills, and sense of community and commitment that comes from "Going for the Gold"; now, therefore be it
RESOLVED,	That the Old Tappan Board of Education wishes to recognize the significance of this meritorious achievement, and congratulate and honor Paige Sunden as a recipient of the Girl Scout Gold Award; and be it further
RESOLVED,	That Paige's name be inscribed on the plaque for the Girl Scout Gold Award displayed in the Charles DeWolf Middle School vestibule, and a copy of this resolution be presented to her.

160. that the Board adopt the following resolution regarding the achievement of the Girl Scout Gold Award as follows:

WHEREAS,	Alis Yoo , a member of Girl Scout Troop 1371 led by Mrs. Jennifer Parcels, has distinguished herself by completing the requirements for the prestigious Girl Scout of America Gold Award ; and
WHEREAS,	The Gold Award is the highest award a Girl Scout can earn, and Alis is the fifteenth Girl Scout from the Borough of Old Tappan to achieve this award; and
WHEREAS,	To earn this award, Alis spoke with the eldest residents of Old Tappan and memorialized their oral histories, and much history of Old Tappan, in a self-published book; and
WHEREAS,	The Gold Award is given only to those young women who have attained outstanding achievements in scouting and who have earned the esteem of their community and fellow scouts, and
WHEREAS,	Alis has shown her leadership skills, organizational skills, and sense of community and commitment that comes from "Going for the Gold"; now, therefore be it
RESOLVED,	That the Old Tappan Board of Education wishes to recognize the significance of this meritorious achievement, and congratulate and honor Alis Yoo as a recipient of the Girl Scout Gold Award; and be it further
RESOLVED,	That Alis' name be inscribed on the plaque for the Girl Scout Gold Award displayed in the Charles DeWolf Middle School vestibule, and a copy of this resolution be presented to her.

161. that the Board approve the following resolution:

WHEREAS,	the Old Tappan Board of Education wishes to recognize Mark Geerinck , an Old Tappan resident and Captain of the Old Tappan Ambulance Corps; and
WHEREAS,	Mr. Geerinck has been a volunteer with the Old Tappan Ambulance Corps for 18 years; and
WHEREAS,	Mr. Geerinck has generously volunteered his time to teach CPR classes to our staff members, enabling them to be certified to administer CPR in cases of emergency, for 14 years; now, therefore be it
RESOLVED,	that the Old Tappan Board of Education wishes to recognize and thank Mark Geerinck for his generosity and dedication to our staff and the community of Old Tappan.

162. 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,	Kurt Linder , Board Member, will be attending the NJSBA mandated training program " <i>Governance II: Finance</i> ", on May 13, 2015, at Mountain Lakes High School, Mountain Lakes, NJ; and
WHEREAS,	the attendance at stated function is provided by the NJSBA in recognition of school board members' need to meet their new 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 Board member's current responsibilities, and is directly related to the Board member's professional development; and
WHEREAS,	the anticipated travel and related expenses particular to attendance at this function are as follows: Hotel (conference site) = N/A Conference registration = none Miles = Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) 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 Mr. Linder's attendance at the aforementioned conference as well as the related travel expenses.

163. that the Board adopt the following resolution for support staff:

WHEREAS,	Administrative Professionals Week has been celebrated in the United States since 1952 when it was originally called National Secretaries Week and will be celebrated the week of April 20 through April 24, 2015; and
WHEREAS,	National Secretaries Week/Administrative Professionals Week is one of the largest workplace observances outside of employee birthdays and major holidays; and
WHEREAS,	the Administrative Professional's job today requires skills in management functions and technology, including: project management; integrated computer software applications; organization and scheduling; communications and research; document preparation, storage, and retrieval, with emphasis on electronic record keeping; customer service and public relations; and
WHEREAS,	the Old Tappan Board of Education wishes to publicly recognize the high level of dedication and ability of its administrative professional staff members and express its appreciation for their efforts in the productive, courteous, and efficient operation of Old Tappan Public School District; and
WHEREAS,	the Old Tappan Board of Education thanks its administrative professional staff members for their contributions and shared accountability that positively impact teaching, learning, and the overall academic experiences of our students on a daily basis; now therefore be it
RESOLVED,	that Wednesday, April 22, 2015 , be designated as Administrative Professionals Day for the Old Tappan Public School District.

164. that the Board approve the following resolution regarding Pension and Health Benefits Reform:

WHEREAS,	the health of New Jersey's public employee retirement systems affects the state's economy and its citizens' quality of life, and impacts critical functions, ranging from the state's ability to borrow to finance public works projects to its annual budget including state aid to education and, consequently, the operation of the public schools; and
WHEREAS,	the New Jersey Pension and Health Benefits Study Commission, appointed by Governor Chris Christie in 2014, has issued its final report, "A Roadmap to Resolution," which proposes monumental changes in how public employee benefits, particularly the Teachers' Pension and Annuity Fund (TPAF) and the School Employees' Health Benefits Program (SEHBP), are financed and administered; and
WHEREAS,	the Old Tappan Board of Education believes that reform must balance the health of the state's retiree benefits programs with local school boards' responsibility to provide sound educational programming; and
WHEREAS,	TPAF benefits are established by the state and not through local school board action; and
WHEREAS,	post-retirement medical benefits are provided to TPAF retirees through state legislation, not local school board action; and
WHEREAS,	the Old Tappan Board of Education believes that the TPAF and any new retirement program for certificated school district staff must be funded by the state government; and
WHEREAS,	The Old Tappan Board of Education believes that transferring payment of the employer's contribution to the teacher retirement plan and post-retirement medical benefits from the state to local school districts would have a detrimental impact on the resources necessary to maintain educational programming; and
WHEREAS,	to restore solvency to, and avert future default of, the state's retirement programs, the pension and benefits reform act of 2011 (<i>P.L. 2011, c.78</i>) includes a schedule of annual state payments designed to close the deficit of the plans that serve school district employees; and
WHEREAS,	medical benefits for retired school employees, which will total over \$1 billion in 2015-2016, are a major cost-driver in the state budget; and
WHEREAS,	The Old Tappan Board of Education supports the current statutorily required employee contributions toward health benefits, which reflect current practice in the private sector and in public employment in other states, and have provided significant financial relief for local school districts, thereby enabling them to direct resources toward educational programming, including teacher employment; now therefore be it

RESOLVED,	that the Old Tappan Board of Education urges the state Legislature and Governor to ensure that the employers' cost for teacher pensions and post-retirement medical benefits—financial obligations created by the state—are not transferred to local school districts; and be it further
RESOLVED,	that to provide local school districts and local property taxpayers with financial relief, the Legislature should amend <i>P.L. 2011, c.78</i> to make the current employee contributions toward health coverage a permanent requirement and not a subject of labor negotiations; and be it further
RESOLVED,	that to provide further control over the cost of health benefits, the Legislature should give local boards of education unilateral authority to enroll in the School Employee Health Benefits Program if the board determines that such action would generate financial savings; and be it further
RESOLVED,	that the Old Tappan Board of Education supports the goal of reducing the overall costs of public employee health and retirement benefits and urges the state Legislature and Governor to take a studied and comprehensive approach that will ensure the long-term solvency of the state's public employee retirement programs without unduly burdening local school district budgets and endangering educational programming; and be it further
RESOLVED,	that this resolution be delivered to Governor Chris Christie, State Senate President Stephen M. Sweeney, Assembly Speaker Vincent Prieto; and the 39th Legislative District's representatives in the state Senate and General Assembly; and be it further
RESOLVED,	that a copy of this resolution be sent to the New Jersey School Boards Association.

II. HUMAN RESOURCES
Ms. Nicole Gray

APRIL 13, 2015

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 97 through 107 be approved.

Roll Call:

97. that the Board approve the following substitutes to be employed on a per diem basis, as needed, for the 2014-2015 school year, as recommended by the Superintendent:

Stephanie Lewis
Matthew Poling
Namjeong Ryu

98. that the Board approve the list of Senior Service students for the period May 18, 2015 to June 19, 2015. **(attached)**

99. that the Board rescind the approval of Ms. Jennifer Lauriello as the Track Meet Assistant for the 2014-2015 school year (Resolution #130 approved on 6/23/2014).

100. that the Board approve Ms. Camille Helsley as the Track Meet Assistant for the 2014-2015 school year.

101. that the Board appoint Krick Giraldo as the CDW Night Custodian, pending proof of archived fingerprints and successful completion of a pre-employment physical. His employment will be effective through June 30, 2015.

102. that the Board accept, with regret, the letter of retirement dated March 8, 2015, from Ms. Deborah Royston, Grade 1 Teacher, effective June 30, 2015. **(attached)**

103. that the Board accept, with regret, the letter of resignation dated March 31, 2015, from Mr. James DalCanton, Teacher Aide, effective April 3, 2015. **(attached)**

104. that the Board rescind motion #68 and approve the revised Family Leave for Vanessa Walsh as follows:

Teacher/Assignment	Dates	Reason
Vanessa Walsh/ Language Arts Grade 5	2/28/2015 – 3/27/2015	Period of Disability (Post-birth) with pay & health benefits
	3/28/2015 – 6/26/2015	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

105. that the Board approve the following Family Leave for Helen Park as follows:

Teacher/Assignment	Dates	Reason
Helen Park/Grade 5 Language Arts & Grade 7 Writing	3/25/2015 – 6/9/2015	Period of Disability (Pre-birth) with pay & health benefits
	6/10/2015 – 6/26/2015	Presumptive Period of Disability (Post-birth) with pay & health benefits
	6/27/2015 – 11/23/2015	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

106. that the Board approve the following family leave replacement teacher:

Name	School/Assignment	Rate
Jessica Swerdloff	CDW - .81 FTE Grade 5 Language Arts Teacher (Leave Replacement for Helen Park) 4/16/2015-6/26/2015	.81 x 1/200 MA, Step 1 Per diem No Health Benefits

107. that the Board rescind Resolution #91 (3/2/2015) and approve the revised leave replacement teacher:

Name	School/Assignment	Rate
Meaghan Mallon	CDW - .65 FTE Grade 5 Science Teacher (Leave Replacement for Amy Donohue) 9/2/2014-6/26/2015	.65 x 1/200 BA, Step 1 Per diem No Health Benefits
Meaghan Mallon	CDW - .3 FTE Grade 5 Cycle & CE Teacher (Leave Replacement for Helen Park) 4/14/2015-6/26/2015	.3 x 1/200 BA, Step 1 Per diem No Health Benefits

EXPLANATION: Ms. Mallon's assignment will be a .95 FTE from 4/14/2015 through the remainder of the 2014-2015 school year and will include Ms. Park's Grade 5 Cycle and CE classes.

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 16 through 16 be approved.

Roll Call:

16. that the Board approve the home instruction for student #2 from 3/2/2015 through 6/26/2015, on an as needed basis, with terms pursuant to Board Policy #6173 "*Home Instruction*".

IV. PHYSICAL RESOURCES
Ms. Nicole Gray

APRIL 13, 2015

Any Board member who takes exception to any of the following listed actions under the category of Physical 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 Physical Resources actions of the Board, as recommended by the Superintendent, number 42 through 43 be approved.

Roll Call:

42. that the Board rescind motion #40 and approve the revised facilities request from the Old Tappan PTO to hold a presentation to parents with Speaker Simone Marean, to present the program "*Raising Resilient Girls*", in the Charles DeWolf Middle School's Lynch Gym, at 7:00 p.m. on Tuesday, 5/5/2015.
43. that the Board approve the facilities request from the Old Tappan Recreation Summer Camp to use the Lynch and Rossi Gyms and bathrooms at the Charles DeWolf Middle School, on an as-needed basis during inclement weather, from July 6, 2015 through July 23, 2015 (Mondays through Thursdays), from 8:30am to 1:30pm.

V. FINANCE & BUDGET
Ms. Lorraine Hliboki

APRIL 13, 2015

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 141 through 144 be approved.

Roll Call:

141. 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 **Supplemental March, 2015** bills that required payment between the March 18, 2015 and April 13, 2015 Old Tappan Board of Education meetings, in the amount of **\$130,877.54** for the current expense. **(attached)**
142. 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 **April, 2015** bills in the amount of **\$182,852.38** for the current expense. **(attached)**
143. that the Board authorize payment of special educational tuition and/or transportation for the following pupil for the **2015 summer** session:

Student	Facility Location	Tuition	Transportation
456	Wyckoff (Sicomac Elem.)	\$2,175.00	To be determined

144. that the Board approve the service agreement with Honeywell Building Solutions, 101 Columbia Road, Morristown, NJ, for maintaining HVAC for the 2015-2016 school year.

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 takes 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 _____