

AGENDA - REGULAR PUBLIC MEETING

JANUARY 28, 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. Public Hearing on Meeting Agenda
7. President's Report/Correspondence
8. Superintendent's Report
9. Board Secretary's Report
10. Committee Reports
11. Board Discussion and Formal Action on Agenda Business
 - Board Operations
 - Human Resources
 - Physical Resources
 - Finance & Budget
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.

I. BOARD OPERATIONS/POLICY
Mr. Kurt Linder

JANUARY 28, 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 114 through 122 be approved.

Roll Call:

114. 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
1/26/2015 <i>(Postponed until 1/28/2015)</i>	7:30 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
1/28/2015	7:30 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
2/9/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
2/23/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

115. that the Board approve the minutes and attachments of the January 7, 2015 Reorganization/Regular Public Meeting Session I, Reorganization/Regular Public Meeting Session II and Executive Session I. **(attached)**

116. that the Board approve Jersey Mike's Subs, 254C Livingston Street, Northvale, NJ, as an approved Lunch Vendor for the District for the 2014-2015 school year.

117. 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,	Amy Brown , will be attending the workshop <i>"Assisting Students with Informational Text Reading: Word Study, Comprehension, and Content Learning"</i> , on 3/3/2015, at The Westwood, in Garwood, NJ, 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 = \$185 (member rate) Hotel = N/A Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) = actual cost of mileage Tolls = actual cost of tolls Parking = actual parking cost 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. Brown's attendance at the aforementioned conference as well as the related travel expenses.

118. 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,	Mary Alice Rossi , will be attending the workshop <i>"Assisting Students with Informational Text Reading: Word Study, Comprehension, and Content Learning"</i> , on 3/3/2015, at The Westwood, in Garwood, NJ, 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 = \$210 (non-member rate) Hotel = N/A Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) = actual cost of mileage Tolls = actual cost of tolls Parking = actual parking cost 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. Rossi's attendance at the aforementioned conference as well as the related travel expenses.

119. 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,	Danielle Da Giau , Superintendent of Schools, will be attending the " <i>Google Saturday Summit</i> ", at the Ramsey Public Schools, Ramsey, NJ, date to be determined, 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 = \$149 Hotel = N/A Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) = actual cost of mileage Tolls = actual cost of tolls Parking = N/A 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. Da Giau's attendance at the aforementioned workshop as well as the related travel expenses.

120. 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,	Justin C. O'Neill , Principal, will be attending the " <i>Google Saturday Summit</i> ", at the Ramsey Public Schools, Ramsey, NJ, date to be determined, 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 = \$149 Hotel = N/A Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) = actual cost of mileage Tolls = actual cost of tolls Parking = N/A 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. O'Neill's attendance at the aforementioned workshop as well as the related travel expenses.

121. 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,	Maryellen LaFronz , Board Member, will be attending the " <i>Google Saturday Summit</i> ", at the Ramsey Public Schools, Ramsey, NJ, date to be determined, 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 = N/A (No Charge to Board Members) Hotel = N/A Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) = actual cost of mileage Tolls = actual cost of tolls Parking = N/A 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. LaFronz's attendance at the aforementioned workshop as well as the related travel expenses.

122. 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,	Kurt Linder , Board Member, will be attending the " <i>Google Saturday Summit</i> ", at the Ramsey Public Schools, Ramsey, NJ, date to be determined, 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 = N/A (No Charge to Board Members) Hotel = N/A Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) = actual cost of mileage Tolls = actual cost of tolls Parking = N/A 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 workshop as well as the related travel expenses.

II. HUMAN RESOURCES
Ms. Nicole Gray

JANUARY 28, 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 78 through 84 be approved.

Roll Call:

78. that the Board rescind motion #77 and approve the revised leave for Angela Maida as follows:

Teacher/Assignment	Dates	Reason
Angela Maida/ Grade: Kindergarten	12/27/2014 – 2/6/2015	Period of Disability (Post-birth) with pay & health benefits
	2/7/2015 – 5/15/2015	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

79. that the Board approve the following Teacher Aide (no health benefits) as follows for the 2014-2015 school year, as recommended by the Superintendent:

Grade	Type	Time	Name of Aide	Hourly Rate
Pre-K	1:1 - OOD Closter	3 hrs/day	Cathy Herndon	\$15.00

80. that the Board approve the following Teacher Aide (no health benefits), pending proof of fingerprinting and medical requirements, for the 2014-2015 school year, as recommended by the Superintendent:

Grade	Type	Time	Name of Aide	Hourly Rate
6th	1:1	6.5 hrs/day inclusive of a 45 minute unpaid lunch	James DalCanton	\$15.00

81. that the Board approve the following course approvals:

Teacher	Course	Credits	Type	School	Dates
Camille Helsley	Tools- Developing Instruction EDTC-710	4	Standard	Ramapo College	1/20/2015- 5/12/2015
Camille Helsley	Independent Pract. Learning Theory EDTC-751	1	Standard	Ramapo College	1/20/2015- 5/12/2015

82. that the Board approve the following course approvals:

Teacher	Course	Credits	Type	School	Dates
Jennifer Lauriello	Math Works: Teaching Math with the Brain in Mind DL-970	3	On-Line	Colorado State University - Pueblo	1/2/2015-4/15/2015
Jennifer Lauriello	Sparkling Meaningful Mathematics Conversations DL-5851	3	On-Line	Colorado State University - Pueblo	1/2/2015-4/15/2015

83. that the Board approve the following course approvals:

Teacher	Course	Credits	Type	School	Dates
Matthew Westervelt	Tools-Developing Instruction EDTC-710	4	Standard	Ramapo College	1/20/2015-5/12/2015
Matthew Westervelt	Independent Pract. Learning Theory EDTC-751	1	Standard	Ramapo College	1/20/2015-5/12/2015

84. that the Board approve the following St. Thomas Aquinas College student to observe teachers at the T. Baldwin Demarest Elementary School for a total of 30 hours from 1/30/2015 – 5/1/2015:

Student	Teacher/Assignment
Kelly LaFronz	Ms. Walker/15 hours
Kelly LaFronz	Ms. Gambuti/15 hours

IV. PHYSICAL RESOURCES
Ms. Nicole Gray

JANUARY 28, 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 30 through 38 be approved.

Roll Call:

30. that the Board revise motion #25 (10/27/2014) and approve the facilities request from the Girls Leadership Institute (a PTO organized program), for parent-daughter workshop, to be held in the Library at the T. Baldwin Demarest Elementary School, on Tuesday evenings, from 11/18/2014 through 3/17/2015 (instead of through 2/3/2015).
31. that the Board approve the facilities request from the Old Tappan PTO to hold after school clubs in various rooms of the T. Baldwin Demarest Elementary School and the Charles DeWolf Middle School, at designated times and days per club, Mondays through Fridays from 3:00pm-5:30pm, from 2/2/2015 through 3/27/2015.
32. that the Board approve the facilities request from Inspiring Kids, Inc. d/b/a Abrakadoodle (a PTO organized Art enrichment program for kids) to use various classrooms at the T. Baldwin Demarest Elementary School, on Mondays and Wednesdays from 3pm-4pm, from 2/2/2015 through 3/25/2015.
33. that the Board approve the facilities request from Little Ivy Academy, LLC (a PTO organized Science, Technology, Engineering and Math based learning enrichment lab program for kids) to use various classrooms at the T. Baldwin Demarest Elementary School, on Mondays and Thursdays from 3pm-4pm, from 2/2/2015 through 3/26/2015.
34. that the Board approve the facilities request from ABG & Associates Inc. d/b/a Mad Science of Northeast NJ (a PTO organized Science enrichment program for kids) to use various classrooms at the T. Baldwin Demarest Elementary School, on Thursdays from 3pm-4pm, from 2/5/2015 through 3/26/2015.
35. that the Board approve the facilities request from M5 Fashion – NJ LLC d/b/a Cheryl Fudge Fashion Camp NJ (a PTO organized Art enrichment program for kids) to use various classrooms at the T. Baldwin Demarest Elementary School, on Tuesdays and Thursdays from 3pm-4pm, from 2/3/2015 through 3/26/2015.
36. that the Board approve the facilities request from Quirky, Inc. to hold an assembly in the Music Room at the T. Baldwin Demarest Elementary School on 2/3/2015.
37. that the Board approve the facilities request from the Old Tappan Cub Scouts Pack 132 to use the All-Purpose Room at the T. Baldwin Demarest Elementary School for their Pinewood Derby on 2/6/2015 and 2/7/2015.
38. that the Board approve the facilities request from Northern Valley Soccer Club, for their Soccer Programs to use the District's Fields, on Mondays through Sundays, at designated hours, from 3/15/2015 through 6/28/2015 (weather permitting).

V. **FINANCE & BUDGET**
Ms. Lorraine Hliboki

JANUARY 28, 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 106 through 115 be approved.

Roll Call:

106. 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 January, 2015** bills that required payment between the January 7, 2015 and JANUARY 28, 2015 Old Tappan Board of Education meetings, in the amount of **\$154,087.06** for the current expense. **(attached)**
107. 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 **additional January, 2015** bills in the amount of **\$207,964.78** for the current expense. **(attached)**
108. that the Board approve payment of the payroll (as detailed in the payroll summary report). The School Business Administrator/Board Secretary is authorized to release the warrant for the payroll of **\$890,777.32** for the month of **January, 2015**
109. that the Board approve the **December, 2014** Transfers. **(attached)**
110. 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, 2014** 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 2014-2015 school district budget pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1. **(see Account Totals Report)**

Douglas Barrett
Board Secretary

Date

111. that the Board approve the **December, 2014** Custodian of School Monies Report and Board Secretary's Report. **(attached)**

112. 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, 2014** (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.

113. that the Board approve the following resolution regarding the **SEMI Program**:

WHEREAS,	NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2015-2016 school year, and
WHEREAS,	the Old Tappan Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2015-2016 school year, now, therefore be it
RESOLVED,	that the Old Tappan Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2015-2016 school year.

114. That the Board approve the donation of the following unused textbooks from the Charles DeWolf Middle School to the Vietnam Veterans of America organization:

Subject/Title	Publisher	Year Published
Mathematics	Glencoe/McGraw-Hill	2001 or prior
Science	Prentice Hall	1997
Pre-Algebra	Glencoe/McGraw-Hill	1998
Algebra	Glencoe/McGraw-Hill	1995
American History	Glencoe/McGraw-Hill	1999
English	Macmillan	1984
Spelling Connections	Zaner-Bloser, Inc.	1991

115. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to approve payment for the following bills:

Direct Energy

EXPLANATION: As the next scheduled Board Meeting is February 9, 2015, there are certain bills that must be paid to avoid penalty or disruption of essential services.

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 _____