

AGENDA - ORGANIZATION MEETING
JANUARY 7, 2015 – 7:00 P.M.

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. Presiding Officer's Meeting Notice Statement
5. Report of Election Results
6. Oath of Office
7. Roll Call
8. Election of Board Officers
9. Committee Appointments
10. Public Hearing on Reorganization Meeting Agenda
11. Board Discussion and Formal Action on Reorganization Agenda Business
 - Board Operations/Policy
12. Public Hearing on the Regular Public Meeting Agenda
13. Board Discussion and Formal Action on Agenda Business
 - Board Operations/Policy
 - Human Resources
 - Student Development
 - Finance & Budget
14. Superintendent's Report
15. Board Secretary's Report
16. Public Hearing on other than Meeting Agenda
17. Unfinished Business
 - Superintendent's Semi-Annual H.I.B. Reporting
18. New Business
19. 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.

ORGANIZATION MEETING – JANUARY 7, 2015

AGENDA

1. 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.

2. Election Results:

Douglas Barrett, Business Administrator/Board Secretary reports the results of the Annual School Election held on November 4, 2014, as follows:

Board Candidates Results One Three Year Term						
	District 1	District 2	District 3	Absentee Ballots	Provisional	Grand Total
Nicole Gray	115	138	149	0	0	402
Personal Choice	1	1	3	0	0	5

3. Oath of Office

Board Secretary Barrett will administer the oath of office to Ms. Gray.

The new Board of Education now consists of:

Nicole Gray	2017
Richard Ferrigno	2015
Lorraine Hliboki	2015
Maryellen LaFronz	2016
Kurt Linder	2016

4. Roll Call

Roll Call: Mr. Ferrigno, Ms. Gray, Ms. Hliboki, Ms. LaFronz, Mr. Linder

5. Election of Officers

Motion made by _____ seconded by _____ to nominate
_____ for the position of Board President.

Motion made by _____ seconded by _____ that the nominations
for Board President be closed.

Roll Call

Motion made by _____ seconded by _____ to nominate
_____ for the position of Board Vice-President.

Motion made by _____ seconded by _____ that the nominations for
Vice President be closed.

Roll Call

6. Appointments

Committee Appointments:

1. Old Tappan Board of Education Committees:

Board Operations/Policy	_____
Human Resources	_____
Student Development	_____
Physical Resources	_____
Finance & Budget	_____
Negotiations	_____
Joint Boards	_____
PTO Liaison	_____
Legislation	_____
Safety	_____

2. Bergen County School Boards Association

Representative	_____
Alternate	_____

3. New Jersey School Boards Association

Representative	_____
Alternate	_____

JANUARY 7, 2015

Motion to open the meeting to the public for items on the Reorganization Agenda.

Roll Call

Motion to close the meeting to the public.

Roll Call

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 77 through 107 excepting _____ actions be approved.

Roll Call:

SCHOOL BOARD MEMBER CODE OF ETHICS

77. that the members of the Old Tappan Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear, public statement of its philosophy of service to the students of the district, the Board adopts the School Board Member Code of Ethics.
1. I will uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
 2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
 3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
 4. I will carry out my responsibility, not to administer the schools, but together with my fellow board members, to see that they are well run.
 5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
 6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
 7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
 8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
 9. I will support and protect school personnel in proper performance of their duties.
 10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

(After the reading of the Code of Ethics, the Board will engage in a formal discussion on the Code of Ethics.)

78. that the Board establish Meeting Dates, Times and Places for 2015:

RESOLVED, that the Old Tappan Board of Education, pursuant to Chapter 231 of the Public Laws of 1975, (i.e. Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education, will be held in the Old Tappan Board of Education Conference Room, located in the basement of the Charles DeWolf Middle School, 275 Old Tappan Road, Old Tappan, New Jersey, at 8:00 p.m.;

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be in the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary;

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education shall be placed with the Record and the Ridgewood News newspapers, filed with the Old Tappan Borough Clerk, posted in the Old Tappan Board of Education Administrative Office and posted on the District website,

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

JANUARY 7, 2015

**OLD TAPPAN BOARD OF EDUCATION MEETINGS
BOARD CONFERENCE ROOM – 8 P.M.
JANUARY 2015 – JANUARY 2016**

January	7, 2015	(Wednesday) 7:00 P.M.	Reorganization/Regular Public Meeting
January	26, 2015		Regular Public Meeting
February	9, 2015		Regular Public Meeting
February	23, 2015		Regular Public Meeting
March	9, 2015		Regular Public Meeting
March	23, 2015		Regular Public Meeting
April	13, 2015		Regular Public Meeting
April	27, 2015		Regular Public Meeting/Budget Hearing
May	11, 2015		Regular Public Meeting
June	8, 2015		Regular Public Meeting
June	22, 2015		Regular Public Meeting
July	13, 2015		Regular Public Meeting
August	17, 2015		Regular Public Meeting
September	14, 2015		Regular Public Meeting
September	28, 2015		Regular Public Meeting
October	12, 2015		Regular Public Meeting
October	26, 2015		Regular Public Meeting
November	9, 2015		Regular Public Meeting
November	23, 2015		Regular Public Meeting
December	14, 2015		Regular Public Meeting
January	6, 2016	(Wednesday)	Reorganization/Regular Public Meeting

Note #1 - Unforeseen circumstances may force the rescheduling of these meetings. In such cases, notice will be given as provided pursuant to the Open Public Meetings Act.

Note #2 - Executive Sessions, to which the public is excluded, shall commence at 7:00 P.M., (prevailing time).

79. that the Board approve the adoption of all existing Board Policies, Regulations, Exhibits and By-Laws for the period January 1, 2015 through the 2016 Reorganization meeting.
80. that the Board authorize that the Record (Hackensack, NJ), the Ridgewood News (Ridgewood, NJ), and the Star Ledger (Newark, NJ) be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the period January 1, 2015 through the 2016 Reorganization meeting.
81. that the Board adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings for the period January 1, 2015 through the 2016 Reorganization meeting.
82. that the Board approve the following Depositories:

1. Capital One Bank

- A. Operating Account
- B. Salary Account (Payroll)
- C. Payroll Agency Account
- D. Unemployment Trust Account
- E. Milk Account
- F. Student Athletic/Activities Account
- G. Capital Improvements Account
- H. Field Trips Account
- I. T. Baldwin Demarest School Account
- J. Charles DeWolf Middle School Account
- K. Emergency Reserve Account

2. State of New Jersey Cash Management Fund

- A. Investment Account (General Account) – **Inactive**
- B. Investment Account (Improvement Account) - **Inactive**

83. that the Board authorize the following signatures for all bank accounts:

Operating Account – Facsimile and/or Signature Required

- All of the following persons:
- 1. President
 - 2. Business Administrator
 - 3. Treasurer

Salary Account (Payroll) - Facsimile and/or Signature Required

- Any one of the following persons:
- 1. President
 - 2. Business Administrator
 - 3. Treasurer

Payroll Agency Account - Facsimile and/or Signature Required

- Any two of the following persons:
- 1. President
 - 2. Business Administrator
 - 3. Treasurer

Unemployment Trust Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
 2. Business Administrator
 3. Treasurer

Milk Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
 2. Business Administrator
 3. Treasurer

Student Athletic/Activities Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
 2. Business Administrator
 3. Treasurer

Capital Improvements Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
 2. Business Administrator
 3. Treasurer

Field Trips Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
 2. Business Administrator
 3. Treasurer

T. Baldwin Demarest School Account – Facsimile and/or Signature Required

Any two of the following persons: 1. Principal
 2. President
 3. Business Administrator
 4. Treasurer

Charles DeWolf Middle School Account - Facsimile and/or Signature Required

Any two of the following persons: 1. Principal
 2. President
 3. Business Administrator
 4. Treasurer

Emergency Reserve Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
 2. Business Administrator
 3. Treasurer

84. that the Board authorize the Treasurer of School Monies to use a signature stamp for the Old Tappan Board of Education's Operating Account, Salary Account (Payroll), and Payroll Agency Account.

85. that the Board authorize the President to use a signature stamp for the Old Tappan Board of Education Operating Account.

86. that the Board approve the President and Vice President authorization to sign warrants for the Operating Account.
87. that the Board approve the District's Standard Operating Procedure and Internal Controls Document.
88. that the Board approve the District's participation in the Middlesex Regional Educational Services Commission's (MRESC) cooperative purchasing pricing system.
89. that the Board authorize the Business Administrator/Board Secretary to invest funds not immediately needed, in any authorized designated banking institution.
90. that the Board approve the appointment of Douglas Barrett as Qualified Purchasing Agent for the period January 1, 2015 through the 2016 Reorganization meeting, and that the Board authorize the bid threshold to be \$36,000.
91. that the Board approve the following appointments for the period January 1, 2015 through the 2016 Reorganization meeting:
 - a. Affirmative Action Officer for District & Curriculum Tom Santagato
 - b. Board Secretary Douglas Barrett
 - c. Public Agency Compliance Officer Douglas Barrett
 - d. Custodian of Records Douglas Barrett
 - e. Attendance Officer Danielle Da Giau
 - f. Americans With Disabilities Act Officer Tom Santagato
 - g. Right-To-Know Contact Person William Oliver
 - h. Indoor Air Quality Officer William Oliver
 - i. Integrated Pest Management Coordinator William Oliver
92. that the Board approve the authorization of the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the period January 1, 2015 through the 2016 Reorganization meeting.
93. that the Board approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the period January 1, 2015 through the 2016 Reorganization meeting:

AXA Equitable 403(b) and 457
VALIC 403(b) and 457
Lincoln Investment 403(b)
94. that the Board approve Art Caughlin, Nelson-Patterson Insurance Agency, New Milford, NJ, to serve as our Risk Manager for the period January 1, 2015 through the 2016 Reorganization meeting.

JANUARY 7, 2015

95. that the Board appoint Antoinette Kelly as the Treasurer of School Monies pursuant to N.J.S.A. 18A:17-31 for the period January 1, 2015 through the 2016 Reorganization meeting.
96. that the Board approve the Organization Chart for the Old Tappan Board of Education.
(attached)
97. that the Board adopt the following resolution authorizing an agreement for Board Counsel, adopted by the Old Tappan Board of Education in the County of Bergen, for the period January 1, 2015 through the 2016 Reorganization meeting:

WHEREAS, the law firm of Fogarty & Hara, Esqs. has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing the law firm of Fogarty & Hara, Esqs., to provide professional services to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints the law firm of Fogarty & Hara, Esqs. as Board Attorneys until the next organization meeting in accordance with the terms and conditions set forth in the Agreement which is attached hereto and made a part hereof. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this Resolution. The Board Secretary is hereby directed to publish a notice of this Award in the official newspaper of the Board.

98. that the Board approve the following appointments to serve for the period January 1, 2015 through the 2016 Reorganization meeting:

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. Seq. requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised,

NOW THEREFORE, BE IT RESOLVED by the Old Tappan Board of Education as follows:

1. **Lerch, Vinci and Higgins**, Fair Lawn, New Jersey, is appointed for auditing and accounting services for the period January 1, 2015 through the 2016 Reorganization meeting.
2. **Fogarty & Hara, Esq.**, Fair Lawn, New Jersey, is appointed for legal services for the period January 1, 2015 through the 2016 Reorganization meeting.
3. **Di Cara Rubino Architects**, Wayne, New Jersey, is appointed for architectural services for the period January 1, 2015 through the 2016 Reorganization meeting.
4. **Environmental Remediation & Management Inc.**, Trenton, New Jersey, is appointed for environmental and consulting services for the period January 1, 2015 through the 2016 Reorganization meeting.

JANUARY 7, 2015

5. **Nancy Rothenberg, MD**, Old Tappan, New Jersey, is appointed for medical services for the period January 1, 2015 through the 2016 Reorganization meeting.

These appointments qualify as professional services for which the Board is not required to publicly advertise for bids in accordance with N.J.S.A. 18A:18A-5.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once as required by law, within ten (10) days of its passage, stating its nature, duration, service and amount, and that the resolution and contract are on file in the office of the Board of Education in the following form:

NOTICE OF AWARD OF PROFESSIONAL SERVICES

At its Reorganization Meeting of JANUARY 7, 2015, the Old Tappan Board of Education authorized the awarding of contracts to:

Lerch, Vinci & Higgins, Fair Lawn, NJ, to provide auditing services to the district.

Standard billing rates for the period January 1, 2015 through the 2016 Reorganization meeting are as follows:

<i>Partners</i>	<i>\$140 - \$170 per hour</i>
<i>Managers</i>	<i>\$105 - \$125 per hour</i>

Fogarty & Hara, Esq., Fair Lawn, NJ, to provide legal services to the district at the hourly rates as follows:

<i>Partners</i>	<i>\$165 per hour as of 1/1/2015; \$175 per hour as of 7/1/2015</i>
<i>Associates</i>	<i>\$145 per hour as of 1/1/2015; \$155 per hour as of 7/1/2015</i>

Di Cara Rubino Architects, Wayne, NJ, to provide architectural services to the district at the hourly rates as follows:

<i>Partners/Principals</i>	<i>\$150 - \$175 per hour</i>
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Environmental Remediation & Management Inc., Trenton, NJ, to provide environmental and consulting services to the district.

Nancy Rothenberg, MD, Old Tappan, NJ, to provide medical services to the district.

This resolution and contracts are on file and available for public inspection at the Board of Education's Offices.

99. BE IT RESOLVED that the amount of the district taxes for the 2014-2015 school year, totaling \$738,347, be allocated for debt service requirements.

BE IT FURTHER RESOLVED that the Mayor and Council of the Borough of Old Tappan is requested to place in the hands of the Treasurer of School Monies the aforementioned amount per the following schedule:

Date	Amount Due
9/19/14	\$ 61,252.50
3/20/15	\$677,094.50

100. BE IT FURTHER RESOLVED that the amount for district taxes for the 2014-2015 school year, totaling \$12,856,212 be allocated for current expense requirements.

BE IT FURTHER RESOLVED that the Mayor and Council of the Borough of Old Tappan is requested to place in the hands of the Treasurer of School Moneys the aforementioned amount per the following schedule: (Monies are due within 30 days of listed dates.)

Date	Amount Due
7/1/14	\$1,071,351.00
8/1/14	\$1,071,351.00
9/1/14	\$1,071,351.00
10/1/14	\$1,071,351.00
11/1/14	\$1,071,351.00
12/1/14	\$1,071,351.00
1/1/15	\$1,071,351.00
2/1/15	\$1,071,351.00
3/1/15	\$1,071,351.00
4/1/15	\$1,071,351.00
5/1/15	\$1,071,351.00
6/1/15	\$1,071,351.00

101. that the Board accept and adopt the fully executed Uniform State Memorandum of Agreement which defines the Board's commitment to cooperate with local law enforcement officials regarding the reporting of certain offenses as require by the Department of Education. **(attached)**
102. that the Board approve the 2014-2015 maximum budgeted travel expenditures in the amount of \$21,575.
103. that the Board adopt the OPRA copy fee schedule as follows:
- \$0.05 per page for letter sized pages and smaller;
 - \$0.07 per page for legal sized pages or larger;
 - If the actual cost to produce paper copies exceeds the \$0.05 and \$0.07 rates, custodians may charge the actual cost of duplication.

104. that the Old Tappan Board of Education authorize the establishment of petty cash funds for the amounts listed below:

<u>Location</u>	<u>Amount</u>	<u>Per Incident Amount</u>	<u>Custodian</u>
Field Trips	\$200.00	\$50.00	Kristy Kurkjian
Board Office	\$200.00	\$50.00	Nancy Rosenfeld
Superintendent's Office	\$200.00	\$50.00	Cheryl Magill
TBD Main Office	\$200.00	\$50.00	Joan Fox
CDW Main Office	\$200.00	\$50.00	Mary Rosica

105. that the Board approve AFLAC to provide Section 125 Flexible Spending Account (FSA) program services to the District.
106. that the Old Tappan Board of Education approve Program Development, Revision and Evaluation Schedule for Northern Valley Schools K-8 Districts from the Office of Curriculum and Instruction which are on file in the Office of the Superintendent.
107. that the Old Tappan Board of Education approve all existing curriculum guides for continuation for the 2014-2015 school year as are on file in the Office of the Superintendent:

Charles DeWolf School

Applied Technology
D.A.R.E. (Grade 5)
English as a Second Language (ESL)
Health/Wellness
Instrumental Music/Band
Language Arts
Mathematics, General, Pre-Algebra, Algebra, Geometry
Music & Chorus
Physical Education
Resource Center
Science
Social Studies
Technology in Education
Visual Arts
World Languages - Spanish (Grades 5-8)

T. Baldwin Demarest School (Self-Contained)

English as a Second Language (ESL)
General Music & Chorus
Health/Wellness
Instrumental Music (Gr. 4)
Language Arts
Mathematics
Physical Education
Science
Social Studies
Technology in Education
Visual Arts
World Languages - Spanish (K-4)

REGULAR PUBLIC PORTION OF AGENDA

I. BOARD OPERATIONS/POLICY

JANUARY 7, 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 108 through 113 be approved.

Roll Call:

108. 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
1/7/2015 (Wednesday)	7:00 p.m.	Conference Rm.	Reorg. & P.M.	Reorganization/ Regular Business
	Immediately following P.M.		E.S.	Personnel/Legal
1/26/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

109. that the Board approve the minutes and attachments of the December 15, 2014 Regular Public Meeting, and Executive Session I. **(attached)**

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

7250	School and Facility Names
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111. that the Board approve the 2015-2016 Student Calendar. **(attached)**

112. that the Board affirm the Superintendent's decision pertaining to H.I.B. Investigation #HIB14-15.1.

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

WHEREAS,	The New Jersey School Boards Association has declared January 2015 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 Board of Education is one of more than 581 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 th 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 2015 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

JANUARY 7, 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 71 through 77 be approved.

Roll Call:

71. that the Board approve the following course approvals:

Teacher	Course	Credits	Type	School	Dates
Nancy Gambuti	Technology In The Curriculum EDTC-525	4	Standard	Ramapo College	1/20/2015- 5/15/2015

72. that the Board approve the following course approvals:

Teacher	Course	Credits	Type	School	Dates
Mary Walker	Technology In The Curriculum EDTC-525	4	Standard	Ramapo College	1/20/2015- 5/15/2015

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

Theresa Ruvo (teacher substitute)

74. that the Board rescind motion #66 (approved 12/15/14) and approve the following per diem Teacher Aide (no health benefits) as follows for the 2014-2015 school year, for after school hours sessions, as recommended by the Superintendent:

Type	Time	Name of Aide	Hourly Rate
1:1 Teacher Aide	As needed for the extra-curricular activities that take place outside of normal school hours, on a per diem basis, for the period 12/15/2014-4/24/2015	Caitlin Dombkowski	\$15.00

75. that the Board accept, with regret, the letter of resignation dated December 23, 2014, from Ms. Ellen Murphy, out-of-district Teacher Aide, effective December 23, 2014.

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

Grades	Type	Time	Name of Aide	Hourly Rate
6 & 7	Shared - OOD Northvale	6.5 hrs/day inclusive of a 45 minute unpaid lunch	Corinne Hitchins	\$15.00

77. that the Board rescind motion #22 and approve the revised family leave for Angela Maida as follows:

Teacher/Assignment	Dates	Reason
Angela Maida/ Grade: Kindergarten	12/27/2014 – 1/23/2015	Presumptive Period of Disability (Post-birth) with pay & health benefits
	1/24/2015 – 5/1/2015	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

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 14 through 14 be approved.

Roll Call:

14. that the Board approve home instruction for student #2 from 1/8/2015 through 2/27/2015, with terms pursuant to Board Policy #6173 "*Home Instruction*".

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 102 through 105 be approved.

Roll Call:

102. 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, 2015** bills in the amount of **\$143,675.63** for the current expense. **(attached)**
103. that the Board approve payment of a **supplemental calendar year end payroll**. The School Business Administrator/Board Secretary is authorized to release the warrant for the payroll of **\$137.25** for the month of **December, 2014**.
104. that the Board approve the renewal agreement with XTel Communications for phone service for the period 7/1/2015 – 6/30/2017. This agreement is pursuant to the Alliance for Competitive Telecommunications (ACT) bid, which was awarded to XTel Communications.
105. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to approve payment for the following bills:

Ceridian Benefit Services
Direct Energy
Honeywell International Inc.
Horizon Blue Cross and Blue Shield
Poland Spring
PSE&G
Rockland Electric
United Water
Verizon Wireless

EXPLANATION: As the next scheduled Board Meeting is January 26, 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 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 _____