

## AGENDA - REGULAR PUBLIC MEETING

OCTOBER 12, 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 face the stage in the Lynch Gym. If that exit is blocked, proceed to the rear of the gym and exit the three doors turning left, and proceed to the main entrance.
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
  - Student Development
  - 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**

**OCTOBER 12, 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 35 through 41 be approved.

Roll Call:

35. 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
10/12/2015	6:30 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.	Lynch Gym	P.M.	Regular Business
10/26/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
11/9/2015	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

36. that the Board approve the minutes and attachments of the September 28, 2015 Regular Public Meeting and Executive Session I. **(attached)**

37. that the Board approve the Nursing Services Plan for the 2015-2016 school year. **(attached)**

38. that the Board recognize 10/19/2015 through 10/23/2015 as School Violence Awareness Week and approve the various activities that coincide with it.

39. that the Board approve the following appliances in the district as follows:

**BOE Central Office** - Refrigerator, microwave, coffee maker, toaster oven, electric kettle

**BOE Conference Room** - Refrigerator

**CDW Kitchen** - Stove, refrigerator, microwave, toaster oven, freezer, milk cooler

**CDW Main Office** - Refrigerator, coffee maker

**CDW Nurse** - Refrigerator

**CDW Room 211 for Science** - Refrigerator, microwave

**CDW Teachers Room** - Refrigerator, microwave, coffee maker, toaster, toaster oven

**Child Study Team Office in TBD** - Refrigerator, microwave

**Maintenance** - Refrigerator, microwave, coffee maker, toaster, toaster oven, blender

**TBD Kitchen** - Stove, refrigerator, microwave, toaster oven, freezer, milk cooler

**TBD Nurse** - Refrigerator

**TBD Teachers Room** - Refrigerator, microwave, coffee maker

40. that the Board approve Sevana Bohchalian as the School District Liaison to the NJ Division of Child Protection and Permanency and other associated child welfare authorities (e.g. Bergen County Division of Family Guidance, Children's Aid and Family Services, etc.), pursuant to N.J.A.C. 6A:16-11.1.
41. that the Board acknowledge/accept the Annual District Report of Vandalism, Violence, and Substance Abuse for the 2014-2015 school year as presented by the Chief School Administrator, Ms. Danielle Da Giau.

**II. HUMAN RESOURCES**  
**Ms. Nicole Gray**

**OCTOBER 12, 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 58 through 61 be approved.

Roll Call:

58. that the Board approve the following teachers as home instructors, on an as needed basis, for the 2015-2016 school year at a rate of \$35 per hour, as recommended by the Superintendent:

Ellen Azzarone  
Holly Foley  
Kristine Ottomanelli

59. that the Board rescind Resolution #36 (approved 9/9/2015) and approve the following instructional personnel be employed for the 2015-2016 school year:

<b>Name</b>	<b>Assignment</b>	<b>FTE</b>	<b>School</b>	<b>Level/Step</b>	<b>Eligible for Health Benefits</b>
Swerdloff, Jessica	Language Arts Teacher (Tenure Track)	.2	CDW	MA+30/Step 7	No

60. that the Board approve all TBD and CDW professional staff members for AM/PM and Lunch Duty supervision, as assigned by the school principals, for the 2015-2016 school year.

61. that the Board appoint the following Special Education Aide (no health benefits) for the 2015-2016 school year, pending proof of fingerprints and criminal background history:

<b>Name</b>	<b>Type</b>
Weis, Tammy	Out-of-District

**III. STUDENT DEVELOPMENT**  
**Mr. Richard Ferrigno**

**OCTOBER 12, 2015**

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 7 through 7 be approved.

Roll Call:

7. that the Board approve home instruction for student #1 from 9/28/2015 through 10/19/2015, with terms pursuant to Board Policy #6173 "*Home Instruction*".

**IV. PHYSICAL RESOURCES**  
**Ms. Nicole Gray**

**OCTOBER 12, 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 17 through 18 be approved.

Roll Call:

17. that the Board approve the following resolution regarding the Comprehensive Maintenance Plan from 2014-2015 through 2016-2017: **(attached)**

WHEREAS,	the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting required maintenance activities for each of its public school facilities, and
WHEREAS,	the required maintenance activities as listed in the attached document for the various school facilities of the Old Tappan Board of Education are consistent with these requirements, and
WHEREAS,	all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, now, therefore be it
RESOLVED,	that the Old Tappan Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Old Tappan Board of Education in compliance with Department of Education requirements.

18. that the Board approve the facilities request from the Borough of Old Tappan, for their Basketball, Soccer, Baseball and Softball Recreational Programs to use the All-Purpose Room and Gym at the T. Baldwin Demarest Elementary School, the Gyms at the Charles DeWolf Middle School, and the School Fields, Mondays through Sundays, at designated hours, from 10/19/2015 through 6/30/2015.

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 46 through 55 be approved.

Roll Call:

46. 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 Accounts Payable** bills that required payment between the September 28, 2015 and October 12, 2015 Old Tappan Board of Education meetings, in the amount of **\$137,774.71** for the current expense. **(attached)**

47. 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 **October, 2015** bills in the amount of **\$70,636.13** for the current expense. **(attached)**

48. that the Board approve the **July, 2015** Custodian of School Monies Report and Board Secretary's Report. **(attached)**

49. 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 **July, 2015** (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.

50. that the Board approve the **August, 2015** Custodian of School Monies Report and Board Secretary's Report. **(attached)**

51. 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 **August, 2015** (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.

52. that the Board authorize payment of educational tuition and/or transportation for the following pupils for the 2015-2016 school year:

Student	Facility Location	Tuition	Transportation
419	Northvale	\$23,900.00	To be determined
421	Northvale	\$23,900.00	To be determined

53. that the Board approve the renewal of the Volunteer Workers Insurance Policy with National Union Fire Insurance Company from 10/1/2015 to 9/30/2016, at a premium cost of \$500 for the year.
54. that the Board approve the Fire Alarm Monitoring, Inspections and Service contract with Vanwell Electronics, Inc., Stirling, NJ, for the 2015-2016 school year.
55. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to approve payment for the following bills:

Direct Energy

**EXPLANTION:** As the next scheduled Board Meeting is October 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 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 \_\_\_\_\_