

## AGENDA - REGULAR PUBLIC MEETING

JANUARY 25, 2016

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/Policy
  - 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**  
**Ms. Melissa Del Rosso**

**JANUARY 25, 2016**

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 113 through 118 be approved.

Roll Call:

113. that the Board approve and adopt the following schedule listed below:

The Board resolves to meet, in executive (Non-Public) session, on the dates and for the purposes listed on the schedule. The minutes of these sessions will be disclosed to the public when the need for confidentiality no longer exists. Formal action may be taken by the Board at any public meeting, including Work Sessions.

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Type</b>	<b>Agenda</b>
1/25/2016	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
2/8/2016	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
2/22/2016	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

114. that the Board approve the minutes and attachments of the January 6, 2016 Reorganization/Regular Public Meeting and Executive Session I. **(attached)**

115. that the Board approve the 2<sup>nd</sup> reading of the following revised Regulation and Policies: **(attached)**

5132.1 - Regulation	Electronic Communication Devices
5131 - Policy	Conduct/Discipline
5132.1 - Policy	Electronic Communication and Entertainment Devices

116. that the Board approve the 2016-2017 Student Calendar. **(attached)**

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,	<b>John L. Shahdanian II</b> , Board Member, will be attending the NJSBA mandated training program, " <i>Governance I: New Board Member Orientation Conference</i> ", on 6/4/16, Jackson Liberty High School, Jackson, 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,	<p>the anticipated travel and related expenses particular to attendance at this function are as follows:</p> <p>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 &amp; incidentals = N/A (amount per the US General Services Administration website for conference location); now, therefore be it</p>
RESOLVED,	that the Board approves Mr. Shahdanian'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,	<b>Andrea Kenduck</b> , Teacher, will be attending the Foreign Language Educators of New Jersey's conference, <i>"Imagine. Create. Inspire!"</i> , on 2/26/2016, at The Hyatt Regency, in New Brunswick, 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,	<p>the anticipated travel and related expenses particular to attendance at this function are as follows:</p> <p>Conference registration = \$165                      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 &amp; incidentals = N/A (amount per the US General Services Administration website for conference location); now, therefore be it</p>
RESOLVED,	that the Board approves Ms. Kenduck's attendance at the aforementioned conference as well as the related travel expenses.

**II. HUMAN RESOURCES**  
**Mr. John Shahdanian**

**JANUARY 25, 2016**

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 88 through 95 be approved.

Roll Call:

88. that the Board revise motion #86 (approved 1/6/2016) and approve the following Family Leave for Kristy Kurkjian as follows:

<b>Teacher/Assignment</b>	<b>Dates</b>	<b>Reason</b>
Kurkjian, Kristy/ABA	12/18/2015 - 1/31/2016	Period of Disability (Post-birth) with pay and health benefits
	2/1/2016 to a maximum of 12 weeks granted on an intermittent basis	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

89. that the Board approve the following course approvals:

<b>Teacher</b>	<b>Course</b>	<b>Credits</b>	<b>Type</b>	<b>School</b>	<b>Dates</b>
Lauriello, Jennifer	Dive Into Digital: Understanding the Digital Learner DL-5047	3	On-Line	Learners Edge: Colorado State University-Pueblo	January, 2016 – April, 2016
Lauriello, Jennifer	Bringing Your Classroom Online: Best Practices to Get You There DL-5834	3	On-Line	Learners Edge: Colorado State University-Pueblo	January, 2016 – April, 2016

90. that the Board approve the following course approvals:

<b>Teacher</b>	<b>Course</b>	<b>Credits</b>	<b>Type</b>	<b>School</b>	<b>Dates</b>
Lauriello, Sabatino	Fully Wired: Understanding and Empowering Adolescents #693	3	On-Line	Learners Edge: Colorado State University-Pueblo	January, 2016 – April, 2016
Lauriello, Sabatino	Neurodiversity: A New Approach for Students with Special Needs #5855	3	On-Line	Learners Edge: Colorado State University-Pueblo	January, 2016 – April, 2016

**II. HUMAN RESOURCES****(Cont'd)****JANUARY 25, 2016**

91. that the Board approve the following course approvals:

<b>Teacher</b>	<b>Course</b>	<b>Credits</b>	<b>Type</b>	<b>School</b>	<b>Dates</b>
Vollmin, Lauren	Communication Skills For Students With Disabilities SELN-10582	3	On-Line Abbreviated	Rowan University	3/1/2016-4/30/2016
Vollmin, Lauren	Introduction to Autism Spectrum Disorders SELN-10590	3	On-Line Abbreviated	Rowan University	3/1/2016-4/30/2016

92. that the Board accept, with regret, the letter of resignation dated January 5, 2016, from Holly Foley, Teacher, effective February 29, 2016.

93. that the Board approve the following substitutes to be employed on a per diem basis, as needed, for the 2015-2016 school year, as recommended by the Superintendent:

Blair, Samantha (Teacher Substitute)

94. that the Board appoint John Darmochwal as the Assistant Maintenance Person, pending proof of archived fingerprints and successful completion of a pre-employment fitness for duty exam. His employment will be effective on or about January 26, 2016 through June 30, 2016.

95. that the Board approve the following instructional personnel be employed for the 2015-2016 school year, effective on or about February 22, 2016, pending release from his current school district and submission of required employment documentation:

<b>Name</b>	<b>Assignment</b>	<b>FTE</b>	<b>School</b>	<b>Level/Step</b>	<b>Eligible for Health Benefits</b>
Gulko, Aaron	Social Studies Teacher (Tenure Track)	1.0	CDW	MA/Step 4	Yes

**III. STUDENT DEVELOPMENT**  
**Mr. John Shahdanian**

**JANUARY 25, 2016**

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 11 through 11 be approved.

Roll Call:

11. that the Board approve the following Baseball/Softball Schedules for Spring, 2016:

April 20, 2016	@ River Vale
April 21, 2016	v. Harrington Park
April 26, 2016	v. Norwood
April 28, 2016	v. Northvale
May 5, 2016	v. Closter
May 10, 2016	@ Cresskill
May 12, 2016	@ Norwood
May 17, 2016	@ Harrington Park
May 19, 2016	v. River Vale
May 23, 2016	v. Cresskill
May 25, 2016	@ Northvale
May 31, 2016	@ Closter
June: Semi-Final Game	To Be Determined
June: Final Game	To Be Determined

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

**JANUARY 25, 2016**

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 28 through 30 be approved.

Roll Call:

28. that the Board approve the facilities request from the Old Tappan PTO to hold a Bingo event in the All-Purpose Room at the T. Baldwin Demarest Elementary School on Friday, March 4, 2016, from 5:30pm to 9:30pm.
29. that the Board rescind Physical Resources motion # 26 (approved 1/6/2016) and approve the facilities request from the Old Tappan PTO to hold a Carnival event in the Charles DeWolf Middle School gymnasiums on Saturday, April 2, 2016.



30. that the Board approve the submission of the Charles DeWolf Middle School's Boiler Project Specs to the State of New Jersey by the District's Architects, Di Cara Rubino Architects, Wayne, NJ:

<p>WHEREAS,</p>	<p>the Board of Education of the Old Tappan School District in the County of Bergen, State of New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of Boiler Replacement at Charles DeWolf Middle School; and</p>
<p>WHEREAS,</p>	<p>the Board now seeks to take the initial steps in order to proceed with the Project; now therefore, be it</p>
<p>RESOLVED,</p>	<p>by the Board of Education of the Old Tappan School District in the County of Bergen, State of New Jersey, as follows:</p> <p style="padding-left: 40px;">Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administration Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated "Other Capital" and the Board is not seeking State funding.</p> <p style="padding-left: 40px;">Section 2. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution, including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.</p> <p style="padding-left: 40px;">Section 3. This resolution shall take effect immediately.</p>

**V. FINANCE & BUDGET**  
**Mr. Kurt Linder**

**JANUARY 25, 2016**

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 93 through 103 be approved.

Roll Call:

93. 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 **Accounts Payables pertaining to the 2014-2015 school year** in the amount of **\$1,327.00. (attached)**
94. 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, 2016** bills that required payment between the January 6, 2016 and January 25, 2016 Old Tappan Board of Education meetings, in the amount of **\$156,568.02** for the current expense. **(attached)**
95. 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 **Additional January, 2016** bills in the amount of **\$107,910.57** for the current expense. **(attached)**
96. 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 of the payroll of **\$861,934.95** for the month of **January, 2016.**
97. 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, 2015** 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 2015-2016 school district budget pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1. **(see Account Totals Report)**

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Douglas Barrett  
Board Secretary

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Date

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

99. 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, 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.

100. 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 2016-2017 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 2016-2017 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 2016-2017 school year.

101. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to execute an agreement with Porchlight Productions of Glen Rock, NJ, to produce the Spring school play for the Charles DeWolf Middle School.

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

Direct Energy  
Horizon Blue Cross and Blue Shield

**EXPLANTION:** As the next scheduled Board Meeting is February 8, 2016, there are certain bills that must be paid to avoid penalty or disruption of essential services.

103. that the Board approve placement of the "Notice to Bidders" for the Charles DeWolf Middle School Boiler Replacement Project. **(attached)**

## 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 \_\_\_\_\_