

AGENDA - REGULAR PUBLIC MEETING

OCTOBER 30, 2017

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
 - T. Baldwin Demarest Character Education Committee Presentation
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
Ms. Melissa Del Rosso

OCTOBER 30, 2017

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 42 through 49 be approved.

Roll Call:

42. 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
10/30/2017	7:15 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
11/13/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
12/18/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

43. that the Board approve the minutes and attachments of the 10/9/2017 Regular Public Meeting and Executive Session I. **(attached)**

44. that the Board approve the Nursing Services Plan for the 2017-2018 school year. **(attached)**

45. that the Board acknowledge the following School Bus Evacuation Drill:

1. Date: 10/12/2017
2. Time of Day Drill Conducted: 8:50 a.m. to 12:20 p.m.
3. School Names: T. Baldwin Demarest Elementary School and Charles DeWolf Middle School
4. Location of Drill: Interschool Drive (private road between both schools)
5. Route Numbers: All students participated, inclusive of Route #1.
6. Supervisor of Drill: Deborah Janowski, Physical Education Teacher

46. 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,	Kristina Geraghty , Occupational Therapist, will be attending the Educational Enterprises Professional Development Workshop " <i>Strategies to Enhance Students' Attention and Focus</i> ", on November 8, 2017, at Bergen County Special Services, Paramus, New Jersey; 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 = \$50 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</p>
RESOLVED,	that the Board approves Ms. Geraghty's attendance at the aforementioned conference as well as the related travel expenses.

47. that the Board adopt the following resolution recognizing American Education Week:

WHEREAS,	the theme of American Education Week, " <i>Great Public Schools: A Basic Right and Our Responsibility</i> ," highlights the importance of bringing together teachers, school staff, parents, students, and communities in a unified effort to build great public schools, and
WHEREAS,	the theme also reflects NEA's vision of calling upon all Americans to do their part in making public schools great for every child so that they can grow and achieve in the 21st century, and
WHEREAS,	public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility, and equality; and
WHEREAS,	by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to a productive future, and
WHEREAS,	education employees, be they substitute educators, custodians, teachers, secretaries, or librarians, work tirelessly to serve our children and community with care and professionalism, and
WHEREAS,	schools are community linchpins, bringing together adults and children, educators, and volunteers, business leaders, and elected officials in a common enterprise, now, therefore, be it
RESOLVED,	that the Old Tappan Board of Education proclaims the week of November 13-17, 2017 as the 96 th American Education Week, and encourages everyone to salute our public schools and the relationships between teachers, students, and parents.

48. that the Board adopt the following resolution recognizing National Education Support Professionals day:

WHEREAS,	National Education Support Professionals Day was first celebrated in 1987 when the National Education Association's Representative Assembly called for a day to be set aside to salute the school's support employees; and
WHEREAS,	National Education Support Professionals Day is observed on the Wednesday during American Education Week and honors and recognizes the contributions support professionals make to public education; and
WHEREAS,	it is a time to strengthen support and show respect for education support professionals, who are equal and essential partners in public education; and
WHEREAS,	National Education Support Professionals Day honors all secretaries, classroom aides, cafeteria workers, maintenance workers, bus drivers and the others that help and do their part in making public schools great for every child so that they can be safe, learn, grow and achieve; now, therefore, be it
RESOLVED,	that the Old Tappan Board of Education recognizes November 15, 2017 as a time to honor our public school support professionals.

49. that the Board adopt the following revised resolution regarding participation in the Sustainable Jersey for Schools Certification Program:

WHEREAS,	the Old Tappan Board of Education first seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification; and
WHEREAS,	the Old Tappan Board of Education and District Superintendent seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost-effective solutions; and
WHEREAS,	extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places; and
WHEREAS,	many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment; and
WHEREAS,	sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and
WHEREAS,	the Old Tappan Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools. (See the “Create A Green Team” action. Your district “Green Team” can be designated from a pre-existing group within the district if desired.); and
WHEREAS,	Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships; and
WHEREAS,	the Old Tappan Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities; now therefore be it
RESOLVED,	that the Old Tappan Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district; and be it further
RESOLVED,	that the Old Tappan Board of Education appoints Mr. Justin O’Neill to be the District’s liaison to Sustainable Jersey for Schools; and be it further
RESOLVED,	That the Old Tappan Board of Education recognizes its schools as the agents to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for schools actions.

II. HUMAN RESOURCES
Mr. John Shadnian

OCTOBER 30, 2017

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 77 through 79 be approved.

Roll Call:

77. that the Board approve the following advisor for the 2017-2018 school year, as per the negotiated agreement:

Name	Activity
Gagliano, Stephen	Assistant Track Coach

78. that the Board approve the following college student to observe teachers, for a total of 30 hours, from 10/2017 through 12/2017:

Name & University	Assignment	Dates
Fanelli, Francesca/ St. Thomas Aquinas	Charles DeWolf MS - Grade 5 Social Studies (Mr. Bambach)	10/2017 – 12/2017
	Charles DeWolf MS - Grade 6 Social Studies (Mr. Gulko)	10/2017 – 12/2017

79. that the Board approve Janet Suriano to provide in-class support for one special education period per week, from 10/16/2017 through 6/18/2018. Ms. Suriano will be compensated at 1/30th (1/5th of 1/6th) of her current salary on a pro-rated basis.

III. STUDENT DEVELOPMENT
Ms. Melissa Del Rosso

OCTOBER 30, 2017

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 the following updated list of potential field trips for the T. Baldwin Demarest Elementary School and the Charles DeWolf Middle School for the 2017-2018 school year:

TRIP TO:
Adventure Aquarium - Camden, NJ
American Labor Museum/Botto House - Haledon, NJ
American Museum of Natural History - New York, NY
Battle of the Books - Oakland, NJ
Bergen Brain Busters @ Various Locations – Bergen County, NJ
Bergen County Courthouse - Hackensack, NJ
Bergen County Wildlife Center - Wyckoff, NJ
Bergen Teen Arts Festival - Paramus, NJ
Bronx Zoo - Bronx, NY
Buehler Challenger and Science Center - Paramus, NJ
Children's Museum of the Arts – New York, NY
Darlington County Park - Ramsey, NJ
Ellis Island - New York, NY
English Literature National Theater Field Trip @ Various Locations – Westchester County, NY
Farmstead Estate - Ringwood, NJ
Financial Center - New York, NY
Franklin Institute - Philadelphia, PA
Franklin Mineral Museum and Mine - Franklin, NJ
Fresh Air Fund/Sharpe Reservation - Fishkill, NY
Great Adventure - Jackson, NJ
Green Meadows Farm - Roseland, NJ
Guggenheim Museum Soho - New York, NY
Hackensack Meadowlands Development Commission - Hackensack, NJ
Holocaust Museum & Center for Tolerance and Education @ Rockland Community College - Suffern, NY
Hudson River Museum - Yonkers, NY
IMAX Theater - West Nyack, NY
Invengeering - Norwood, NJ
John Harms Theater - Englewood, NJ
Lambert Castle - Paterson, NJ
LEAP/STEM Competitions & Projects @ Various Locations – Bergen County, NJ
Liberty Science Center - Jersey City, NJ
Lincoln Center - New York, NY
Maritime Center - Norwalk, CT
Marymount College Museum - Tarrytown, NY

Math Midway - New York, NY
Meadowlands Environment Center - Lyndhurst, NJ
Medieval Times - Lyndhurst, NJ
Metropolitan Museum of Art - New York, NY
Montclair Art Museum - Montclair, NJ
Morristown Museum - Morristown, NJ
Museum of Jewish Heritage/A Living Memorial to the Holocaust - New York, NY
Museum of Natural History - New York, NY
Museum of the American Indian - New York, NY
National Museum of American Indians - New York, NY
NBC Studios/Rockefeller Center - New York, NY
New Jersey Old Barracks Museum - Trenton, NJ
New Jersey Performing Arts Center - Newark, NJ
New Jersey State House (Capital Building) - Trenton, NJ
New Jersey State Museum - Trenton, NJ
New York Aquarium - New York, NY
New York Botanical Gardens - Bronx, NY
Newark Museum - Newark, NJ
Northern Valley Regional High School - Demarest, NJ
Northern Valley Regional High School - Old Tappan, NJ
Old Tappan Public Library - Old Tappan, NJ
Paramus Children's Museum - Paramus, NJ
Ramapo College of New Jersey Theaters - Mahwah, NJ
Ramsey Theater – Ramsey, NJ
Sahara Sam's Oasis Indoor Water Park - West Berlin, NJ
Segovia Spanish Restaurant - Moonachie, NJ
Shakespeare Theatre @ Drew University - Madison, NJ
Six Flags/Trills and Thrills Festival @ Schools Near Jackson, NJ – Jackson, NJ
Sleepy Hollow - Tarrytown, NY
State Theatre - New Brunswick, NJ
Statue of Liberty/Ellis Island - New York, NY
Sterling Hill Mining Museum - Ogdensburg, NJ
Stokes Farm - Old Tappan, NJ
The Lower East Side Tenement Museum - New York, NY
Theatreworks (Montclair State University) - Montclair, NJ
Theatrical Productions - per board approval upon request – Tri-State Area
Turtleback Zoo - South Orange, NJ
United Water - Haworth, NJ
Van Cortlandt Manor - Tarrytown, NY
Van Saun Park - Paramus, NJ
VIA Convocation - meets at various locations – Bergen County, NJ
Waterloo Village - Stanhope, NJ
Weis Ecology Center - Ringwood, NJ
West Point Museum - Highland Falls, NY
Wyckoff Wildlife Center - Wyckoff, NJ
IN-SCHOOL TRIPS:
Jenkinson's Aquarium
Outragehisss...Pets, Inc.
Planetarium Dome Theatre
Tenafly Nature Center

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

OCTOBER 30, 2017

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 19 through 19 be approved.

Roll Call:

19. that the Old Tappan Board of Education approve the following addendums with Eastern DataComm for the District's Emergency Communication and Phone System Upgrade Project:

Addendum #	Reason	Cost
4	Additional Shortel phones and wall mount kits with 1 year maintenance	\$867.60
5	Protective phone cases for phones in the T. Baldwin Demarest Elementary School's Gymnasium and All Purpose Room	\$700.00

V. FINANCE & BUDGET
Ms. Nicole Gray

OCTOBER 30, 2017

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 62 through 79 be approved.

Roll Call:

- 62. 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 October, 2017** bills in the amount of **\$264,354.29** for the current expense. **(attached)**
- 63. 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 **\$762,699.35** for the month of **October, 2017**.
- 64. that the Board approve the **revised June, 2017** Transfers. **(attached)**
- 65. 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 **June, 2017** 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 2016-2017 School District Budget pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1. **(see Revised June Account Totals Report)**

Douglas Barrett
Board Secretary

Date

- 66. 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 **June, 2017** (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.
- 67. that the Board approve the **July, 2017** Custodian of School Monies Report and Board Secretary's Report. **(attached)**

68. 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, 2017** (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.

69. that the Board approve the **August, 2017** Custodian of School Monies Report and Board Secretary's Report. (**attached**)

70. 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, 2017** (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.

71. that the Board approve the **September, 2017** Transfers. (**attached**)

72. 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 **September, 2017** 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 2017-2018 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

73. that the Board approve the **September, 2017** Custodian of School Monies Report and Board Secretary's Report. (**attached**)

74. 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 **September, 2017** (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.

75. that the Board accept a grant award from the Bergen County Utilities Authority in the amount of \$1,000.00 on behalf of the STEM teachers (Ms. Beckmann, Mr. Gulko, Mr. Johnson and Ms. Mueller) 2016 Environmental Awareness Challenge Grant proposal (to Revenue Account #20-1230-000 {BCUA - Recycling Grant} and Expenditure Account #20-431-300-800-00-00 {BCUA - Recycling Grant}).
76. that the Board authorize payment of educational tuition for the following pupil for the 2017-2018 school year:

Student	Facility Location	Tuition	Transportation
509	Valley Program (NVHS)	\$67,190.91	To be determined

77. that the Board authorize payment of an out-of-district aide for the following pupil for the 2017-2018 school year:

Student	Facility Location	Amount	Transportation
456	Valley Program (NVHS) – Art Class Aide	\$140.00	N/A

EXPLANATION: the out-of-district aide is for a school sponsored art class the student is taking at the Valley Program.

78. that the Board accept with gratitude the donation of an Alto Saxophone (valued at \$1,300) from the Pronto family, to be donated to Mr. Rosolanko’s music program at the Charles DeWolf Middle School.
79. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to approve payment for the following bills:

Direct Energy Electric
 Direct Energy Gas
 Horizon Blue Cross and Blue Shield
 PSE&G
 Rockland Electric
 Suez/United Water
 Verizon Wireless
 XTel

EXPLANTION: As the next scheduled Board Meeting is 11/13/2017, 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 _____