

AGENDA - REGULAR PUBLIC MEETING

OCTOBER 9, 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
 - Public Hearing on the Annual District Report of Vandalism, Violence, and Substance Abuse for the 2016-2017 school year
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 9, 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 36 through 41 be approved.

Roll Call:

36. 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
10/9/2017	7:30 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
10/30/2017	7:00 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

37. that the Board approve the minutes and attachments of the 9/26/2017 Regular Public Meeting and Executive Session I. **(attached)**

38. that the Board recognize 10/16/2017 through 10/20/2017 as School Violence Awareness Week and approve the various activities that coincide with it.

39. that the Board acknowledge/accept the Annual District Report of Vandalism, Violence, and Substance Abuse for the 2016-2017 school year as presented by the Chief School Administrator, Ms. Danielle Da Giau.

40. that the Board approve the following resolution to submit the Statement of Assurances with regard to the New Jersey Quality Single Accountability Continuum: **(attached)**

WHEREAS,	N.J.A.C. 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district's Statement of Assurances with respect to this process, now, therefore, be it
RESOLVED,	that the Old Tappan Board of Education does hereby authorize the Superintendent of Schools to submit the Statement of Assurances to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

41. that the Board adopt the following 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 the Charles DeWolf Middle School as the agent 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 Shahdanian

OCTOBER 9, 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 72 through 76 be approved.

Roll Call:

72. that the Board accept, with regret, the letter of retirement received on 9/29/2017, from Angela Connelly, Principal of the T. Baldwin Demarest Elementary School, effective 12/30/2017.

73. that the Board approve the following teachers as home instructors, on an as needed basis, for the 2017-2018 school year, at a rate of \$35 per hour, as recommended by the Superintendent:

Gulko, Aaron
Henry, Nicole
Ottomanelli, Kristine
Rosini, Diane
Suriano, Janet

74. that the Board approve the appointment of the following aide (no health benefits) for the period 10/9/2017 – 10/31/2017, as recommended by the Superintendent:

Name of Aide	Type	School	Time	Hourly Rate
Ashton, Kimberly	In-District	TBD	5.75 hours/day plus a 45 minute unpaid lunch	\$15.00

75. that the Board accept the letter of resignation dated 10/5/2017, from Courtney Carroll, Aide, effective 10/19/2017.

76. that the Board approve the following substitute to be employed on a per diem basis, as needed, for the 2017-2018 school year, as recommended by the Superintendent:

Walz, Elaine (Teacher Substitute)

III. STUDENT DEVELOPMENT
Ms. Melissa Del Rosso

OCTOBER 9, 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 13 through 13 be approved.

Roll Call:

13. that the Board approve the addition of the following field trip for the Charles DeWolf Middle School for the 2017-2018 school year:

TRIP TO:	GRADE:
English Literature National Theater Field Trip: The Outsiders – Albert Leonard Middle School, New Rochelle, NY	7

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

OCTOBER 9, 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 15 through 18 be approved.

Roll Call:

- 15. that the Board approve the facilities request from the Old Tappan Girls Scouts to use various classrooms at the T. Baldwin Elementary School and Charles DeWolf Middle School for meetings on designated days, 10/20/2017 through 6/15/2018, from 3:00 p.m. to 4:30 p.m.
- 16. that the Board approve the facilities request from the Old Tappan PTO to hold the Valley Dance in the Charles DeWolf Gyms on Friday, 12/1/2017, from 5:00 p.m. to 11:00 p.m.
- 17. that the Board approve the following resolution regarding the Comprehensive Maintenance Plan from 2016-2017 through 2018-2019: **(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 Old Tappan PTO to hold after school clubs in various rooms of the T. Baldwin Demarest Elementary School and the Charles DeWolf Middle School, from 3:00 p.m. to 4:00 p.m., Mondays through Fridays, 10/23/2017 through 12/15/2017.

V. FINANCE & BUDGET
Ms. Nicole Gray

OCTOBER 9, 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 57 through 61 be approved.

Roll Call:

57. 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, 2017** bills in the amount of **\$853,700.76** for the current expense. **(attached)**

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

59. 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.

60. that the Board approve the renewal of the Volunteer Workers Insurance Policy with National Union Fire Insurance Company from 10/1/2017 to 9/30/2018, at a premium cost of \$500 for the year.

61. 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 10/30/2017, 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 _____