

AGENDA - REGULAR PUBLIC MEETING

SEPTEMBER 26, 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. Standardized Testing Report and Presentation of Summer R & D Work by Ms. Danielle Da Giau, Superintendent
7. Public Hearing on Meeting Agenda
8. President's Report/Correspondence
9. Superintendent's Report
10. Board Secretary's Report
11. Committee Reports
12. Board Discussion and Formal Action on Agenda Business
 - Board Operations
 - Human Resources
 - Student Development
 - Physical Resources
 - Finance & Budget
13. Public Hearing on Other Than Meeting Agenda
14. Unfinished Business
15. New Business
16. 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

SEPTEMBER 26, 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 31 through 35 be approved.

Roll Call:

31. 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
9/26/2017 (Tuesday)	7:30 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
10/9/2017	7:00 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

32. that the Board approve the minutes and attachments of the 9/12/2017 Regular Public Meeting, Executive Session I and Executive Session II. **(attached)**

33. that the Board recognize 10/2/2017 through 10/6/2017 as Week of Respect and approve the various activities that coincide with it.

34. that the Board approve the "Region III Guidelines for the Delivery of Home Based ABA Services for Parents" based on IEP compliance for the 2017-2018 school year. **(attached)**

35. 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,	Lisa Straubinger , will be attending the New Jersey Association of School Librarians 2017 Fall Conference " <i>Create Imagine Discover</i> ", from 11/16/2017 through 11/17/2017, at Ocean Place Resort and Spa, Long Branch, 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 = \$190.00 (Member Rate inclusive of special event fees) Hotel = \$169 (Conference site rate) Actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) = \$51.27 Tolls = actual cost of tolls Parking = actual parking cost Meals & incidentals = \$23.50 (amount per the US General Services Administration website for conference location); now, therefore, be it</p>
RESOLVED,	that the Board approves Ms. Straubinger's attendance at the aforementioned workshop as well as the related travel expenses.

II. HUMAN RESOURCES
Mr. John Shahdanian

SEPTEMBER 26, 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 63 through 71 be approved.

Roll Call:

63. that the Board accept the letter of resignation dated 9/8/2017, from Catalina Sanchez, Aide, effective 9/22/2017.

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

Name	Activity
Mueller, Kristina	Intramural Sports
Vangelas, Jessica	Interscholastic Coach (Girls' Basketball)

65. that the Board approve up to 15 additional work days through 6/30/2018 for Sabatino Lauriello, Student Manager, when school is not in session, as recommended by the Superintendent. The employee will be compensated at their 2017-2018 contractual rate.

66. that the Board approve the re-assignment of the following aide (no health benefits) for the 2017-2018 school year:

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

EXPLANATION: Ms. Carroll was previously approved as an out-of-district aide in Closter.

67. that the Board approve Speech Unlimited LLC, 39 Kensington Road, Madison, NJ, as a Region III approved outside evaluator for the 2017-2018 school year.

68. that the Board approve the following staff members as Transitional Home Instructors, during the regular school day at no additional compensation, for the period 9/20/2017 through 9/29/2017, for two hours per day:

McCrone, Kaitlyn
 Rosoff, Brittany

69. 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:

Galow, Kenia Liz (Nurse Substitute)
 Grotz, Kyle (Teacher Substitute)

II. HUMAN RESOURCES

SEPTEMBER 26, 2017

70. that the Board approve the appointment of the following personnel for the 2017-2018 school year, pending proof of medical requirements, fingerprinting and criminal background history:

Name	Assignment	FTE	School	Level/Step	Eligible for Health Benefits
Bur, Brittany	Guidance Counselor – Elementary School (Tenure Track)	.5	TBD	MA15/ 1	No

71. that the Board approve the revision of the job title and job description for Guidance Counselor to that of Guidance Counselor – Middle School. **(attached)**

III. STUDENT DEVELOPMENT
Ms. Melissa Del Rosso

SEPTEMBER 26, 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 9 through 12 be approved.

Roll Call:

9. 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:
Holocaust Museum & Center for Tolerance and Education – Rockland Community College, Suffern, NY	8

10. that the Board approve home instruction for student #1 from 9/20/2017 through 9/29/2017, with terms pursuant to Board Policy #6173 “*Home Instruction*”, for two hours per day.
11. that the Board approve the elimination of a Special Education Program (Elementary Autism including Extended School Year) at the T. Baldwin Elementary School, effective immediately. **(attached)**
12. that the Board approve the establishment of a Special Education Program (Multiple Disabilities Class including Extended School Year) at the T. Baldwin Demarest Elementary School, to commence immediately. This program will be in accordance with N.J.A.C. 6A:14, Special Education, as well as N.J.A.C. 6A:26, Educational Facilities. **(attached)**

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

SEPTEMBER 26, 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 14 through 14 be approved.

Roll Call:

14. 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
2	Additional wiring and phone line configurations required for the PR1 installation	\$1,750.00
3	Installation of emergency strobes in the large gyms at TBD and CDW	\$1,960.00

V. FINANCE & BUDGET
Ms. Nicole Gray

SEPTEMBER 26, 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 47 through 56 be approved.

Roll Call:

- 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 **additional September, 2017** bills in the amount of **\$174,274.07** for the current expense. **(attached)**
- 48. 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 **\$756,482.04** for the month of **September, 2017**.
- 49. that the Board approve the **revised August, 2017** Transfers. **(attached)**
- 50. 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 **August, 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 2015-2016 School District Budget pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1. **(see Revised August Account Totals Report)**

Douglas Barrett
Board Secretary

Date

- 51. that the Board authorize payment of educational tuition for the following pupils for the 2017-2018 school year:

Student	Facility Location	Tuition	Transportation
519	Forum School (Waldwick)	\$65,779.56	To be determined
520	Northvale	\$27,968.00	To be determined

- 52. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to execute an agreement with XTel Communications for the installation of a PRI (Primary Rate Interface) and DS1 (Digital Signal 1).

EXPLANATION: This is related to the Emergency Communication and Phone System Upgrade Project.

- 53. that the Board approve the contract with Speech Unlimited LLC, 39 Kensington Road, Madison, NJ, to provide Bilingual Mandarin Chinese and English Speech-Language evaluations for the 2017-2018 school year.
- 54. that the Board approve the acceptance of out-of-district tuition students for the 2017-2018 school year as follows:

Student #	Placement	Description
5	Grade 1	Anticipated Partial Year Tuition
6	Grade 5	Anticipated Partial Year Tuition

- 55. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to execute an agreement with Bergen County Special Services for additional hours of Teacher of the Deaf Services for Student #497 for the 2017-2018 school year.
- 56. 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 10/9/2017, 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 _____