

## AGENDA - REGULAR PUBLIC MEETING

FEBRUARY 13, 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 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. Acknowledge the 2<sup>nd</sup> Quarter High Honor students at 8:00 p.m. in the Lynch Gym
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
  - 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**

**FEBRUARY 13, 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 102 through 108 be approved.

Roll Call:

102. 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>
2/13/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.	Lynch Gym	P.M.	Regular Business
2/27/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
3/13/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

103. that the Board approve the minutes and attachments of the January 30, 2017 Reorganization/Regular Public Meeting and Executive Session I. **(attached)**

104. that the Board approve the 2017-2018 Student Calendar. **(attached)**

105. that the Board affirm the Superintendent's decision pertaining to HIB Investigations HIB2016-17 #1 and HIB2016-17 #2.

106. 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>Melissa Del Rosso</b> , Board Member, will be attending the NJSBA conference <i>"Analyzing and Constructing Salary Guides"</i> , on March 31, 2017, at the New Jersey Manufactures Insurance Group, West Trenton, NJ; 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,	the anticipated travel and related expenses particular to attendance at this function are as follows:  Conference registration = \$298.00 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 costs Meals & incidentals = N/A (amount per the US General Services Administration website for conference location); now, therefore, be it
RESOLVED,	that the Board approves Ms. Del Rosso's attendance at the aforementioned conference as well as the related travel expenses.

107. that the Board approve the following resolution regarding employee travel:

<p>WHEREAS,</p>	<p>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</p>
<p>WHEREAS,</p>	<p><b>Andrea Kenduck</b>, Teacher, will be attending the Foreign Language Educators of New Jersey's conference, "<i>Oh, the Places We'll Go! Pathways to World Language Proficiency and Global Citizenship</i>", on 3/31/2017, at The APA Woodbridge Hotel, Iselin, NJ; and</p>
<p>WHEREAS,</p>	<p>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</p>
<p>WHEREAS,</p>	<p>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</p>
<p>WHEREAS,</p>	<p>the anticipated travel and related expenses particular to attendance at this function are as follows:</p> <p>Conference registration = \$150                  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>
<p>RESOLVED,</p>	<p>that the Board approves Ms. Kenduck's attendance at the aforementioned conference as well as the related travel expenses.</p>

I. BOARD OPERATIONS/POLICY (Cont'd) FEBRUARY 13, 2017

108. 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>Fredericka Shpetner</b> , Supervisor of Instruction for Pupil Support Services, will be attending the NJAPSA Conference, " <i>School Refusal/Anxiety &amp; Hot Legal Topics in Special Education</i> ", on March 10, 2017, at the Forsgate country Club, Monroe, 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,	the anticipated travel and related expenses particular to attendance at this function are as follows:  Conference registration = \$149 (Member rate) 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
RESOLVED,	that the Board approves <b>Ms. Shpetner's</b> attendance at the aforementioned conference as well as the related travel expenses.

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

**FEBRUARY 13, 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 83 through 87 be approved.

Roll Call:

83. that the Board approve the following substitute to be employed on a per diem basis, as needed, for the 2016-2017 school year, as recommended by the Superintendent:

Wolfe, Scott (Teacher Substitute)

84. that the Board approve the following for an unpaid Family and Child Studies (FCST) Field Experience:

<b>Name &amp; University</b>	<b>Assignment</b>	<b>Duration</b>
Sabatini, Alana Montclair State University	Social Worker and Guidance Counselor	35 Hours

85. that the Board approve the following Family Leave for Kristen Dockendorf as follows:

<b>Teacher/Assignment</b>	<b>Dates</b>	<b>Reason</b>
Dockendorf, Kristen/ Grade 2, TBD	3/18/2017 – 3/29/2017	Presumptive Period of Disability (Pre-birth) with pay & health benefits
	3/30/2017 – 4/26/2017	Presumptive Period of Disability (Post-birth) with pay & health benefits
	4/27/2017 – 9/20/2017	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

86. that the Board approve the appointment of the following leave replacement teacher,

<b>Name</b>	<b>School/Assignment</b>	<b>Rate</b>
Ricca, Catherine	TBD – Grade 2 Teacher (Leave Replacement for Kristen Dockendorf) 3/13/2017 – 6/23/2017	\$231.87 per diem (1/200 <sup>th</sup> of \$46,373) No Health Benefits

87. that the Board approve the appointment of the following leave replacement teacher, pending proof of criminal history background check and physical examination:

<b>Name</b>	<b>School/Assignment</b>	<b>Rate</b>
Corbett, Tara	TBD – Kindergarten Teacher (Leave Replacement for Angela Maida) 4/3/2017 – 6/23/2017	\$231.87 per diem (1/200 <sup>th</sup> of \$46,373) No Health Benefits

**IV. PHYSICAL RESOURCES**  
**Ms. Kristen Santoro**

**FEBRUARY 13, 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 36 through 37 be approved.

Roll Call:

36. that the Board rescind motion #29 (approved on 12/19/2016) and approve the request from the CDW LEAP students to show the film "Girls Rising" as a fundraiser as part of their LEAP class Passion Project, in the CDW Lynch Gym, on Thursday, March 16, 2017, from 6:30 p.m. to 9:00 p.m.
37. that the Board approve the facilities request from the Old Tappan PTO to hold after school clubs in various rooms of the Charles DeWolf Middle School and T. Baldwin Elementary School, from 3:00 p.m. to 4:00 p.m., Mondays through Fridays, 2/27/2017 through 4/7/2017.

**V. FINANCE & BUDGET**  
**Ms. Nicole Gray**

**FEBRUARY 13, 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 125 through 127 be approved.

Roll Call:

125. 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 **February, 2017** bills in the amount of **\$108,343.08** for the current expense. **(attached)**
126. 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 **\$788,610.62** for the month of **February, 2017**.
127. 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

**EXPLANATION:** As the next scheduled Board Meeting is February 27, 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 \_\_\_\_\_