

AGENDA - REGULAR PUBLIC MEETING

FEBRUARY 27, 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. Acknowledge the Girls' Basketball Team in the BOE Conference Room at 8:00 p.m.
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

FEBRUARY 27, 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 109 through 114 be approved.

Roll Call:

109. 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 |
|-------------|-------------|-----------------|-------------|------------------|
| 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 |
| 3/27/2017 | 7:00 p.m. | Conference Rm. | E.S. | Personnel/Legal |
| | 8:00 p.m. | | P.M. | Regular Business |

110. that the Board approve the minutes and attachments of the February 13, 2017 Reorganization/Regular Public Meeting and Executive Session I. **(attached)**

111. that the Board approve the 1st reading of the following revised Policy and Regulation: **(attached)**

| | |
|-------------------|-------------------|
| 6171.4 Policy | Special Education |
| 6171.4 Regulation | Special Education |

112. that the Board approve the 1st reading to reinstate the following Policy and Regulation: **(attached)**

| | |
|--------------------|--------------------------|
| 4151.10 Policy | Family and Medical Leave |
| 4151.10 Regulation | Family and Medical Leave |

EXPLANATION: This policy was deleted by the Board on November 19, 2012 at the advice of the Board's Policy Consultant. The Board is now formally reinstating this policy (which has been consistently followed with fidelity) without any changes from when it was last in effect.

113. that the Board acknowledge the members of the 2017 Charles DeWolf Middle School Girls' Basketball Team:

| | |
|-----------|---|
| WHEREAS, | the Old Tappan Board of Education believes that a positive sports program helps children learn basic athletic skills, builds self-esteem and confidence, along with developing social skills; and |
| WHEREAS, | the Charles DeWolf Middle School Girls' Basketball team, coached by Stephanie Reiser and Jessica Vangelas, who instilled in their players the desire to put forth their best, while teaching them good sportsmanship whether they win or lose; and |
| WHEREAS, | with any championship team, you have every player making important contributions; and |
| WHEREAS, | the Charles DeWolf Girls' Basketball team defeated the Norwood team in the Northern Valley Elementary Tournament Championship game by a score of 44 to 29, to finish the season with an overall record of 13 wins and 1 loss, while exhibiting great athleticism as well as fine sportsmanship; now, therefore, be it |
| RESOLVED, | that the Old Tappan Board of Education recognizes and congratulates Ms. Reiser and Ms. Vangelas and the members of the 2017 Northern Valley Elementary Tournament Championship Team, for their outstanding season. |

114. that the Board approve the Holiday Recess for the 2017-2018 school year for Support Staff:

| | |
|------------------------------|---|
| July 4 th Holiday | Monday & Tuesday July 3 & 4, 2017 |
| Labor Day | Monday September 4, 2017 |
| NJEA | Thursday & Friday November 9 & 10, 2017 |
| Thanksgiving Recess | Thursday & Friday November 23 & 24, 2017 |
| Winter Recess | Monday to Friday December 25-29, 2017 |
| New Year's Day | Monday January 1, 2018 |
| President's Day | Monday February 19, 2018 |
| Good Friday | Friday March 30, 2018 |
| Memorial Day | Monday May 28, 2018 |

II. HUMAN RESOURCES
Mr. John Shahdanian

FEBRUARY 27, 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 88 through 92 be approved.

Roll Call:

- 88. that the Board accept, with regret, the letter of retirement, dated December 13, 2016, from Ms. Camille Helsley, Middle School Art Teacher, effective June 30, 2017. **(attached)**
- 89. that the Board rescind motion #85 (approved 2/13/2017) and approve the following Family Leave request for Kristen Dockendorf as follows:

| Teacher/Assignment | Dates | Reason |
|--------------------------------------|-----------------------|--|
| Dockendorf, Kristen/ Grade 2, TBD | 3/11/2017 – 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) |
| | 9/21/2017 – 6/30/2018 | Unpaid Leave/no health benefits |

- 90. 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:

Petro, Lauren (Teacher Substitute)

- 91. that the Board accept, with regret, the letter of resignation, dated February 24, 2017, from Ms. Marissa Hyde, Aide, effective March 10, 2017. **(attached)**
- 92. that the Board rescind motion #86 (approved 2/13/2017) and approve the appointment of the following leave replacement teacher:

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

EXPLANATION: Due to the change of Ms. Dockendorf’s Presumptive Period of Disability Pre-birth), Ms. Ricca will now begin one week earlier than originally approved.

III. STUDENT DEVELOPMENT
Ms. Melissa Del Rosso

FEBRUARY 27, 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 Summer Enrichment Workshop Program open to students currently enrolled in grades 1-8, to be held in the Charles DeWolf Middle School, from 7/5/2017 through 7/28/2017.

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

FEBRUARY 27, 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 38 through 39 be approved.

Roll Call:

38. that the Board approve the facilities request from the Old Tappan PTO to use the Charles DeWolf Middle School Media Center, Lynch Gym or Board of Education Conference Room, for their evening meetings on designated dates, at designated hours, from 2/28/2017 through 6/23/2017.
39. that the Board approve the facilities request from the Old Tappan PTO to hold a Carnival event in the Charles DeWolf Middle School gymnasiums on Saturday, April 1, 2017, from 9:00 a.m. to 10:00 p.m.

V. FINANCE & BUDGET
Ms. Nicole Gray

FEBRUARY 27, 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 128 through 135 be approved.

Roll Call:

128. 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 **additional February, 2017** bills in the amount of **\$790,897.86** for the current expense. **(attached)**

129. that the Board approve the **January, 2017** Transfers. **(attached)**

130. 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 **January, 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 Account Totals Report)**

Douglas Barrett
Board Secretary

Date

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

132. 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 **January, 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.

133. that the Board approve the payment of educational tuition and/or transportation for the following pupil for the 2016-2017 school year:

| Student | Facility Location | Tuition | Transportation |
|----------------|--------------------------|------------------------|-----------------------|
| 523 | Valley Program (NVHS) | \$9,658.00 (pro-rated) | To be determined |

134. that the Board appropriate \$103,748.00 (Extraordinary Aid) to increase the following:

| Account | Description | Purpose | Amount |
|----------------------|--|--|-------------|
| 11-000-100-566-00-00 | Private School for Disabled Within State | Special Education Out of District Placements | \$74,064.00 |
| 11-000-261-420-00-02 | Maintenance - Building | Facilities Upgrades (Drywell) | \$23,684.00 |
| 11-401-100-800-04-00 | Athletic Transportation | Transportation to Games/Meets | \$ 6,000.00 |

Pursuant to N.J.A.C. 6A:23-2.11(d), the appropriation of these extraordinary aid amounts do not require approval from the Commissioner of Education.

135. 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 March 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 _____