

AGENDA - REGULAR PUBLIC MEETING

JANUARY 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
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

JANUARY 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 96 through 101 be approved.

Roll Call:

96. 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
1/30/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
2/13/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		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

97. that the Board approve the minutes and attachments of the January 4, 2017 Reorganization/Regular Public Meeting and Executive Session I. **(attached)**

98. 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>Fredericka Shpetner, Supervisor of Instruction for Pupil Support Services, will be attending the NJAPSA Mini-Conference, "<i>An Informative Presentation: Hot Legal Topics in Education</i>", on February 2, 2017, at the Double Tree by Hilton, Tinton Falls, New Jersey; 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 = \$35.00 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 cost Meals & 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. Shpetner's attendance at the aforementioned conference as well as the related travel expenses.</p>

99. 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,	Amy Brown , will be attending the NJIDA and NJSHA Conference " <i>Matching Interventions to Reasons for Reading Difficulties</i> ", on March 24, 2017, at The Westwood, Garwood, 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 = \$180 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. Brown's attendance at the aforementioned conference as well as the related travel expenses.

100. 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,	Lauren Vollmin , Speech/Language Specialist, will be attending the workshop " <i>Bridging PROMPT Technique to Intervention</i> ", March 29, 2017 through March 31, 2017, at the Morris-Union Jointure Commission, New Providence, 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 = \$875.00 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 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 Ms. Vollmin's attendance at the aforementioned conference as well as the related travel expenses.

101. 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>Melissa Del Rosso, Board Member, will be attending the NJSBA mandated training program "<i>Governance II: Finance</i>", on May 22, 2017, at Mountain Lakes High School, Mountain Lakes, NJ; and</p>
<p>WHEREAS,</p>	<p>the attendance at stated function is provided by the NJSBA in recognition of school board members' need to meet their new 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 Board member's current responsibilities, and is directly related to the Board member's 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 = None 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</p>
<p>RESOLVED,</p>	<p>that the Board approves Ms. Del Rosso's attendance at the aforementioned conference as well as the related travel expenses.</p>

II. HUMAN RESOURCES
Mr. John Shahdanian

JANUARY 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 80 through 82 be approved.

Roll Call:

80. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Lauriello, Jennifer	The Future is Now: Re-Visioning Skills for the 21 st Century Classroom DL-5046	3	On-Line	Colorado State University Pueblo - Learner's Edge	January 18, 2017 – April 15, 2017

NOTE: Ms. Lauriello was approved to take course DL-5750 on 12/19/2016, but it is no longer available.

81. that the Board approve the following course approvals:

Teacher	Course	Credits	Type	School	Dates
Ottomanelli, Kristine	The Writer's Notebook DL-598	3	On-Line	Colorado State University Pueblo - Learner's Edge	January 30, 2017 – May 7, 2017
Ottomanelli, Kristine	Mindsets Matter DL-731	3	On-Line	Colorado State University Pueblo - Learner's Edge	January 30, 2017 – May 5, 2017

82. that the Board approve the following Family Leave for Angela Maida as follows:

Teacher/Assignment	Dates	Reason
Maida, Angela/ Kindergarten TBD	4/17/2017 – 4/27/2017	Presumptive Period of Disability (Pre-birth) with pay & health benefits
	4/28/2017 – 5/10/2017	Presumptive Period of Disability (Post-birth) with pay & health benefits
	5/11/2017 – 9/29/2017	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

III. STUDENT DEVELOPMENT
Ms. Melissa Del Rosso

JANUARY 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 10 through 12 be approved.

Roll Call:

- 10. that the Board approve home instruction for student #3 effective 1/23/2017, with terms pursuant to Board Policy #6173 "*Home Instruction*", on an as-needed basis.
- 11. that the Board approve the addition of the following field trip for the T. Baldwin Demarest Elementary School for the 2016-2017 school year:

TRIP TO:	GRADE:
LEAP/STEM Competitions and Projects – Woodside Elementary School, River Vale, NJ	4

- 12. that the Board approve the following Baseball/Softball Schedules for Spring, 2017:

April 19, 2017	v. Northvale
April 21, 2017	@ Norwood
April 25, 2017	v. River Vale
April 27, 2017	@ Harrington Park
May 2, 2017	v. Cresskill
May 4, 2017	@ Closter
May 11, 2017	@ Northvale
May 17, 2017	@ River Vale
May 19, 2017	v. Norwood
May 23, 2017	v. Harrington Park
May 24, 2017	@ Cresskill
May 30, 2017	v. Closter
June: Semi-Final Game	To Be Determined

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

JANUARY 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 31 through 35 be approved.

Roll Call:

- 31. that the Board rescind motion # 28 (approved on 12/19/2016) and approve the facilities request from the Old Tappan PTO, in conjunction with the Northern Valley Coalition, to hold a Talent Contest in the CDW Lynch Gym, on March 2, 2017, at 5:30pm (snow date is March 9, 2017). The request also includes the use of the TBD Music Room on February 8, 2017 and CDW Music room on February 9, 2017 for Auditions, from 3:00pm to 4:30pm, and the use of the TBD Gym on February 13, 2017 and CDW Lynch Gym on February 15, 2017 for practices, from 3:00pm to 4:30pm.
- 32. that the Board approve the facilities request from the Old Tappan Cub Scouts Pack 132 to hold the Pinewood Derby, in the T. Baldwin Demarest Elementary School All-Purpose Room on 3/10/2017, from 3:30 p.m. to 8:00 p.m.
- 33. that the Board approve the facilities request from Northern Valley Soccer Club, for their Soccer Programs to use the District's Fields, on Mondays through Sundays, at designated hours, from 3/15/2017 through 6/24/2017 (weather permitting).
- 34. that the Board approve the submission to amend the District's Long Range Facilities Plan to include/amend the following District projects, as recommended by the Superintendent:

WHEREAS,	<p>in accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board authorizes the necessary amendments to its Long-Range Facilities Plan in order to reflect these proposed projects:</p> <p>CDW – New Flooring Throughout School District – Resurfacing of School Parking Lots and Interschool Drive District – New Emergency Communication and Telephone System District – New Bells/Clock System</p> <p>now, therefore, be it</p>
RESOLVED,	<p>that the Board authorizes the submission of the aforementioned projects to the Bergen County Executive Superintendent of Schools and the New Jersey Department of Education for approval; and be it further</p>
RESOLVED,	<p>District Administration, the District Architect and/or the Board Attorney, are hereby authorized to execute those actions deemed appropriate to amend the District's Long Range Facilities Plan.</p>

EXPLANATION: The purpose of this resolution is to add the aforementioned projects to the District's approved Long Range Facilities Plan in consultation with the District's Architect.

35. that the Board, pursuant to the recent Facilities Committee meeting, authorize the School Business Administrator to approve the proposal by Di Cara Rubino Architects for technology consulting, design and project management for a potential voice, paging and emergency communications system for the District, not to exceed \$10,000.

V. FINANCE & BUDGET
Ms. Nicole Gray

JANUARY 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 112 through 124 be approved.

Roll Call:

- 112. 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 **January, 2017** bills that required payment between the January 4, 2017 and January 30, 2017 Old Tappan Board of Education meetings, in the amount of **\$15,167.56** for the current expense. **(attached)**
- 113. 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 January, 2017** bills in the amount of **\$259,604.94** for the current expense. **(attached)**
- 114. 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 **\$913,644.83** for the month of **January, 2017**.
- 115. that the Board approve the **December, 2016** Transfers. **(attached)**
- 116. 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 **December, 2016** 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

- 117. that the Board approve the **December, 2016** Custodian of School Monies Report and Board Secretary's Report. **(attached)**

118. 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 **December, 2016** (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.

119. that the Board authorize payment of educational tuition and/or transportation for the following pupils for the 2016-2017 school year:

Student	Facility Location	Tuition	Transportation
512	Valley Program (NVHS)	\$41,171.01 (pro-rated)	To be determined

120. that the Board approve the following resolution regarding the SEMI Program:

WHEREAS,	NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2017-2018 school year; and
WHEREAS,	the Old Tappan Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2017-2018 school year; now, therefore be it
RESOLVED,	that the Old Tappan Board of Education hereby authorizes the Superintendent to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2017-2018 school year.

121. that the Board approve Rullo and Juillet Associates, 878 A-1 Pompton Avenue, Cedar Grove, NJ, to do the Right to Know and PEOSH Hazard Communications compliance reportings and electronically file the 2016-2017 school year Right to Know Surveys with the New Jersey Department of Health (DOH).

122. that the Board approve the Addendum to the current transportation contract with Rinaldi Transportation Company, Inc., 77 Railroad Avenue, Closter, NJ, effective January 3, 2017. This Addendum makes District Route #1 dormant as of January 3, 2017 and adjusts the annual cost for both District Route #1 and District Route #2 for the 2016-2017 school year as follows (based on 182 student days):

2016-2017 School Year	Revised Amount 1/3/2017
Route 1	\$13,583.84
Route 2	\$50,257.48
Total Cost:	\$63,841.32

NOTE: This results in a savings of \$20,282.72 from the original cost for Route #1 approved on 8/15/2017.

123. that the Board approve the licensing and maintenance fee for consumable school supplies with Educational Data Services Inc., 236 Midland Avenue, Saddle Brook, NJ 07662, for the 2017-2018 school year.
124. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to approve payment for the following bills:

- Direct Energy Electric
- Direct Energy Gas
- PSE&G
- Rockland Electric

EXPLANATION: As the next scheduled Board Meeting is February 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 _____