

AGENDA - REGULAR PUBLIC MEETING

THURSDAY, MAY 25, 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

MAY 25, 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 136 through 137 be approved.

Roll Call:

136. 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
5/25/2017 (Thursday)	7:30 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
6/12/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.	Lynch Gym	P.M.	Regular Business
6/26/2017	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

137. that the Board approve the minutes and attachments of the May 8, 2017 Regular Public Meeting and Executive Session I. **(attached)**

II. HUMAN RESOURCES
Mr. John Shahdanian

MAY 25, 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 115 through 122 be approved.

Roll Call:

115. that the Board approve the rate of \$16/hour for aides who have been continuously employed as an aide by the District for 10 years or more, effective 9/1/2017.

116. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Botterman, Susan	Succeeding with the Struggling Students DL-753	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017
Botterman, Susan	Math Problems, Math Solutions: Problem Solving DL-5836	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017

117. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Clark, Doris	Mindsets Matter DL-731	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017
Clark, Doris	Inclusion Strategies: Success in the Classroom DL-5394	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017

II. HUMAN RESOURCES**(Cont'd)****MAY 25, 2017**

118. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Gambutti, Nancy	Succeeding with the Struggling Students DL-753	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017
Gambutti, Nancy	Math Problems, Math Solutions: Problem Solving DL-5836	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017

119. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Lauriello, Jennifer	One Stop Shop: Online Docs, Spreadsheets, Slides, and Forms for your Classroom DL-5833	3	On-Line	Colorado State University Pueblo - Learner's Edge	June 1, 2017 – August 15, 2017
Lauriello, Jennifer	Create and Captivate: Using Online Presentations to Teach DL-5835	3	On-Line	Colorado State University Pueblo - Learner's Edge	June 1, 2017 – August 15, 2017

120. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Wang, Lacey	Bringing Your Classroom Online: Best Practices to Get You There DL-5834	3	On-Line	Colorado State University Pueblo - Learner's Edge	June 1, 2017 – November 15, 2017
Wang, Lacey	Math Problems, Math Solutions: Problem Solving DL-5836	3	On-Line	Colorado State University Pueblo - Learner's Edge	June 1, 2017 – November 15, 2017

121. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Wortmann, Christina	One Stop Shop: Online Docs, Spreadsheets, Slides, and Forms for your Classroom DL-5833	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017
Wortmann, Christina	Bringing Your Classroom Online: Best Practices to Get You There DL-5834	3	On-Line	Colorado State University Pueblo - Learner's Edge	July 1, 2017 – November 15, 2017

122. that the Board approve the following resolution:

WHEREAS,	the Executive County Superintendent of School has reviewed evidentiary documentation and the Board of Education Resolution certifying attainment of the Chief School Administrator's Merit Goals for the 2016-2017 school year pursuant to N.J.A.C. 6A:23A-3.1(10); and																		
WHEREAS,	on or about September 2, 2016, the Executive County Superintendent approved the said Merit Bonus Goals, thereby authorizing the Board to evaluate and award Merit Bonus increases to the Superintendent upon achievement of each objective; and																		
WHEREAS,	the Executive County Superintendent has authorized payment of the Merit Bonus to the Chief School Administrator; now, therefore, be it																		
RESOLVED,	that the Old Tappan Board of Education authorizes payment of the 2016-2017 Merit Bonus to the Chief School Administrator. <table border="1" style="margin-left: 40px;"> <tbody> <tr> <td>Quantitative Goal #1</td> <td>3.33 %</td> <td>\$ 4,825.50</td> </tr> <tr> <td>Quantitative Goal #2</td> <td>3.33 %</td> <td>\$ 4,825.50</td> </tr> <tr> <td>Quantitative Goal #3</td> <td>3.33 %</td> <td>\$ 4,825.50</td> </tr> <tr> <td>Qualitative Goal #4</td> <td>2.50 %</td> <td>\$ 3,625.00</td> </tr> <tr> <td>Qualitative Goal #5</td> <td>2.50 %</td> <td>\$ 3,625.00</td> </tr> <tr> <td>TOTAL:</td> <td></td> <td>\$21,735.50</td> </tr> </tbody> </table>	Quantitative Goal #1	3.33 %	\$ 4,825.50	Quantitative Goal #2	3.33 %	\$ 4,825.50	Quantitative Goal #3	3.33 %	\$ 4,825.50	Qualitative Goal #4	2.50 %	\$ 3,625.00	Qualitative Goal #5	2.50 %	\$ 3,625.00	TOTAL:		\$21,735.50
Quantitative Goal #1	3.33 %	\$ 4,825.50																	
Quantitative Goal #2	3.33 %	\$ 4,825.50																	
Quantitative Goal #3	3.33 %	\$ 4,825.50																	
Qualitative Goal #4	2.50 %	\$ 3,625.00																	
Qualitative Goal #5	2.50 %	\$ 3,625.00																	
TOTAL:		\$21,735.50																	

III. STUDENT DEVELOPMENT
Ms. Melissa Del Rosso

MAY 25, 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 21 through 21 be approved.

Roll Call:

- 21. that the Board adopt the following resolution regarding The Future Ready School – New Jersey Certification Program:

WHEREAS,	the Old Tappan Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey District team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education; and
WHEREAS,	the Old Tappan Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education; and therefore, it is
RESOLVED,	that the Old Tappan Board of Education agrees to participate in the Future Ready Schools – New Jersey; and be it further
RESOLVED,	that the Old Tappan Board of Education appoint Danielle Da Giau to be the District’s liaison to the Future Ready Schools – New Jersey, who will report to the Board upon the completion of tasks for the certification program; and be it further
RESOLVED,	that the Old Tappan Board of Education hereby recognize that Danielle Da Giau will be the responsible agent at the District level to carry out the District’s commitment for its schools to participate in Future Ready Schools – New Jersey; and be it further
RESOLVED,	that the Old Tappan Board of Education agrees to follow through with the District’s commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program.

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

MAY 25, 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 47 through 49 be approved.

Roll Call:

- 47. that the Board approve the submission of the District-wide Voice, Paging and Emergency Communications Upgrade Specs to the State of New Jersey by the District’s Architects, Di Cara Rubino Architects, Wayne, NJ:

WHEREAS,	the Board of Education of the Old Tappan School District in the County of Bergen, State of New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of Emergency Communication and Phone System Upgrade at the Charles DeWolf Middle School and the T. Baldwin Demarest Elementary School; and
WHEREAS,	the Board now seeks to take the initial steps in order to proceed with the Project; now therefore, be it
RESOLVED,	<p>by the Board of Education of the Old Tappan School District in the County of Bergen, State of New Jersey, as follows:</p> <p>Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administration Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated “Other Capital” and the Board is not seeking State funding.</p> <p>Section 2. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution, including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.</p> <p>Section 3. This resolution shall take effect immediately.</p>

48. that the Board approve the submission of the District-wide Parking Lot Improvements Specs to the State of New Jersey by the District's Architects, Di Cara Rubino Architects, Wayne, NJ:

WHEREAS,	the Board of Education of the Old Tappan School District in the County of Bergen, State of New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of Paving Replacement at the Charles DeWolf Middle School and the T. Baldwin Demarest Elementary School; and
WHEREAS,	the Board now seeks to take the initial steps in order to proceed with the Project; now therefore, be it
RESOLVED,	<p>by the Board of Education of the Old Tappan School District in the County of Bergen, State of New Jersey, as follows:</p> <p>Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administration Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated "Other Capital" and the Board is not seeking State funding.</p> <p>Section 2. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution, including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.</p> <p>Section 3. This resolution shall take effect immediately.</p>

49. that the Board approve the facilities request by the Old Tappan Environmental Commission to hold the Northern Valley Earth Fair in Old Tappan for Earth Day 2018 on the grounds of the Charles DeWolf Middle School and T. Baldwin Demarest Elementary School. **(attached)**

V. FINANCE & BUDGET
Ms. Nicole Gray

MAY 25, 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 182 through 195 be approved.

Roll Call:

182. 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 **May, 2017** bills that required payment between the May 8, 2017 and May 25, 2017 Old Tappan Board of Education meetings, in the amount of **\$15,287.43** for the current expense. **(attached)**
183. 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 May, 2017** bills in the amount of **\$132,625.43** for the current expense. **(attached)**
184. 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 **\$775,980.65** for the month of **May, 2017**.
185. that the Board approve the **April, 2017** Transfers. **(attached)**
186. 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 **April, 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

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

188. 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 **April, 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.

189. that the Board approve the one year renewal with Horizon for medical (8% increase) and prescription (8% increase for Traditional and POS) at a composite premium increase of 8% for the 2017-2018 school year.

190. that the Board approve the renewal with Horizon/Public Employer Trust as the dental insurance carrier with a 0% premium increase for the 2017-2018 school year.

191. that the Board approve the Contract for Services Agreement with the School Physician, Nancy Rothenberg, MD, 215 Old Tappan Road, Old Tappan, New Jersey, for the period July 1, 2017 through June 30, 2018.

192. that the Board approve the Worth Ave Group, Stillwater, OK, to serve as an electronic device insurance provider associated with the District's one-to-one Chromebook initiative for grades 5th through 8th for the 2017-2018 school year.

193. that the Board approve the purchase of two (2) Xerox WorkCentre 5865 copiers, for the Charles DeWolf Middle School and T. Baldwin Demarest Elementary School Teacher's rooms, at cost of \$8,875 each, from Stewart Business Systems, 105 Connecticut Drive, Burlington, NJ (Xerox State Contract #A40469). Maintenance cost of \$.0049 per copy for 60 months.

194. that the Board approve a Joint Purchasing Agreement with Region V, to provide additional IEP services, for the 2017-2018 school year.

195. 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 June 12, 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 _____