

AGENDA - REGULAR PUBLIC MEETING

MAY 8, 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 8, 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 130 through 135 be approved.

Roll Call:

130. 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
5/8/2017	6:45 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
5/22/2017 (?)	7:00 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.		P.M.	Regular Business

131. that the Board approve the minutes and attachments of the April 24, 2017 Regular Public Meeting and Executive Session I. **(attached)**

132. that the Board approve the 2nd reading of the following revised Policies: **(attached)**

5143 Policy	Insurance
6145.1/6145.2 Policy	Intramural/Interscholastic Competition

133. 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,	Diana Ferebee , Teacher, will be attending the Bergen County Special Services' workshop, <i>"Assistive Technology Tools to Support Dyslexia and reading Disabilities"</i> , on 5/10/2017, at the Educational Technology Training Center, Paramus, 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 = \$75 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. Ferebee's attendance at the aforementioned conference as well as the related travel expenses.

134. 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,	Annette DeSciора , Teacher, will be attending the Burkins, Yaris, Goldberg, and Houser Conference, <i>"How Should I Teach Reading Next Year"</i> , on 5/23/2017, at Ramapo College, Mahwah, 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 = \$199 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. DeSciора's attendance at the aforementioned conference as well as the related travel expenses.

135. that the Board adopt the following resolution recognizing Special Education Week in New Jersey:

WHEREAS,	Special Education Week will be celebrated the week of May 14 th through May 20 th 2017; and
WHEREAS,	more than 234,000 children receive special education instruction in New Jersey's public and private schools; and
WHEREAS,	more than 18,200 special needs children are enrolled in preschool and early intervention programs in New Jersey; and
WHEREAS,	thousands of parents, teachers, child study team members and school administrators give generously of their time and energy to support the learning needs of special education students; and
WHEREAS,	this year's theme, " <i>Bright Tomorrow for Today's Students</i> ," celebrates the potential of our students and the educational strategies that make extraordinary positive outcomes possible for so many special education students in New Jersey; and
WHEREAS,	the public school districts and the private schools of New Jersey make a major contribution to the public welfare by preparing thousands of exceptional persons to participate as residents of this State and as members of society; now therefore be it
RESOLVED,	that the Old Tappan Board of Education does hereby recognize May 14th through May 20th, 2017 as Special Education Week in Old Tappan and call upon all residents to recognize the achievements of New Jersey's special education students and the outstanding contributions made by educators, school board members, schools and agencies for the disabled and their parents toward quality education for the exceptional citizens of our state.

II. HUMAN RESOURCES
Mr. John Shahdanian

MAY 8, 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 107 through 114 be approved.

Roll Call:

107. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Mukaida, Maraid	Assignment Homework: Where, When and Why? DL-5045	3	On-Line	Pacific Lutheran University – Learner’s Edge	September 2, 2017 – December 15, 2017

108. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Sammarco, Paul	180 Degrees: Rethinking Classroom Management DL-990	3	On-Line	Colorado State University Pueblo - Learner’s Edge	May 1, 2017 – August 15, 2017

109. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Park, Helen	Create and Captivate: Using Online Presentations to Teach DL-5835	3	On-Line	Colorado State University – Pueblo Learner’s Edge	July 1, 2017 – November 15, 2017

110. that the Board rescind motion #89 (approved 2/27/2017) and approve the following Family Leave request for Kristen Dockendorf as follows:

Teacher/Assignment	Dates	Reason
Dockendorf, Kristen/ Grade 2, TBD	3/11/2017 – 3/30/2017	Period of Disability (Pre-birth) with pay & health benefits
	3/31/2017 – 5/26/2017	Period of Disability (Post-birth) with pay & health benefits
	5/27/2017 – 10/20/2017	Unpaid Leave/with health benefits (FMLA and Family Leave Act)
	10/21/2017 – 6/30/2018	Unpaid Leave/no health benefits

EXPLANATION: Ms. Dockendorf gave birth on March 31, 2017.

II. HUMAN RESOURCES**(Cont'd)****MAY 8, 2017**

111. that the Board approve the hiring of part-time summer custodial/maintenance help at a rate of \$12 per hour as follows:

Name	Assignment
LaFronz, Brett	District
Litchfield, William	District
Shine, Kyle	District

112. that the following non-tenured Professional Staff members be offered a contract for the 2017-2018 school year:

Name	School	Position	Level/Step 2016/2017	Level/Step 2017/2018
Acheson, Kristen	TBD	Teacher	MA Step 1	MA Step 2
Huster, Kristin	CDW	Teacher	BA Step 1	BA Step 2
Gulko, Aaron	CDW	Teacher	MA Step 4	MA Step 5
Johnson, Daniel	CDW	Teacher	MA Step 3	MA Step 4
Maida, Angela	TBD	Teacher	BA Step 5	BA Step 6
O'Neill, Justin	CDW	Principal	N/A	N/A
Sullivan, Dr. Laura	District	Supervisor of Inst. for Curr. and Ed. Technology	N/A	N/A
Swerdloff, Jessica	CDW	Teacher	MA+30 Step 8	MA+30 Step 9
Vollmin, Lauren	District	Speech	MA Step 3	MA Step 4

113. that the Board rescind motion #82 (approved 1/30/2017) and approve the following Family Leave request for Angela Maida as follows:

Teacher/Assignment	Dates	Reason
Maida, Angela/ Kindergarten TBD	4/17/2017	Period of Disability (Pre-birth) with pay & health benefits
	4/18/2017 – 5/10/2017	Period of Disability (Post-birth) with pay & health benefits
	5/10/2017 – 9/29/2017	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

EXPLANATION: Ms. Maida gave birth on April 18, 2017.

114. that the Board adopt the following resolution regarding the Social Worker and School Psychologist positions:

WHEREAS,	the Old Tappan Board of Education (the "Board") currently employs a full-time Social Worker and a full-time School Psychologist as members of its Child Study Team; and
WHEREAS,	the Superintendent and the Board believe that, for reasons of efficiency and economy, the above-referenced positions can and should be reduced to part-time; now therefore, be it
RESOLVED,	for reasons of efficiency and economy, the Board hereby reduces the Social Worker position to 0.5 FTE and reduces the School Psychologist position to 0.5 FTE, effective with the 2017-2018 school year; and be it further
RESOLVED,	that the School Business Administrator/Board Secretary shall notify the affected employees in writing of the Board's action; and be it further
RESOLVED,	that the above-referenced employees shall be placed on the preferred eligibility list in accordance with all applicable State Laws and Regulations.

III. STUDENT DEVELOPMENT
Ms. Melissa Del Rosso

MAY 8, 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 20 through 20 be approved.

Roll Call:

20. that the Board approve the Bilingual/ESL Three-Year Program Plan for School Years 2017-2020. **(attached)**

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

MAY 8, 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 45 through 46 be approved.

Roll Call:

45. that the Board approve the proposal for professional services from Di Cara Rubino Architects, 30 Galesi Drive, Wayne, NJ, for Design and Project Management Services for the Voice, Paging & Emergency Communication Upgrade Project. **(attached)**
46. that the Board approve the proposal for professional services from Di Cara Rubino Architects, 30 Galesi Drive, Wayne, NJ, for the District-wide Parking Lot Improvements Project. **(attached)**

V. FINANCE & BUDGET
Ms. Nicole Gray

MAY 8, 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 172 through 181 be approved.

Roll Call:

172. 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 **May, 2017** bills in the amount of **\$40,394.03** for the current expense. **(attached)**
173. that the Board approve the following amounts for opting out of health benefits for the 2017-2018 School Year:
- 1) For employees covered under the collective bargaining agreement between the Board of Education and the Old Tappan Education Association, the Board authorizes the following additional Opt-Out amounts (for the 2017-2018 school year only): \$3,500 for Family coverage and \$3,000 for Husband/Wife coverage. These additional amounts will make the total Opt-Out amount \$6,000 for Family coverage and \$5,000 for Husband/Wife coverage.
 - 2) For all other district employees eligible for health insurance, the Board authorizes the following Opt-Out amounts (for the 2017-2018 school year only): \$9,000 for Traditional Family coverage, \$7,000 for Traditional Husband/Wife Plan, \$6,000 for POS Family coverage and \$5,000 for POS Husband/Wife coverage.
174. that the Board authorize Strauss Esmay Associates, LLP, 1886 Hinds Road, Toms River, NJ, to consult and update the District's Policy and Regulation Manual.
175. that the Board approve the three-year contract with Buldo Brothers Sanitation Inc., River Vale, NJ, for sanitation services, effective July 1, 2017 through June 30, 2020.
176. that the Board approve the renewal with Realtime Information Technology Inc., 1000 Washington Street, Toms River, NJ, for a Special Education Student Management Module/IEP writing program for the 2017-2018 school year.
177. that the Board authorize payment of educational tuition and/or transportation for the following pupil for the 2017 summer session:

Student	Facility Location	Tuition	Transportation
456	Camp Excel (Harrington Park Public School)	\$4,500	Inclusive

178. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to execute an agreement with SchoolMessenger, 100 Enterprise Way, Scotts Valley, CA, to provide website service, mobile app, and a mass notification system.

179. that the Board approve the removal of the following stale checks Capital One Student Accounts and move them into the Oritani Bank Operating Student Accounts:

Bank Account	Check Number	Check Date (Mo/Year)	Check Amount
Capital One – Student (CDW)	3105	05/2012	\$ 768.00
Capital One – Student (CDW)	3124	06/2012	\$ 755.00
Capital One – Student (CDW)	3132	06/2012	\$ 50.00
Capital One – Student (CDW)	3156	09/2012	\$ 2,464.00
Capital One – Student (CDW)	3311	07/2013	\$ 12.00
Capital One – Student (CDW)	3326	07/2013	\$ 12.00
Capital One – Student (CDW)	3328	07/2013	\$ 12.00
Capital One – Student (CDW)	3335	07/2013	\$ 12.00
Capital One – Student (CDW)	3336	07/2013	\$ 12.00
Capital One – Student (CDW)	3373	10/2013	\$ 36.86
Capital One – Student (CDW)	3602	06/2015	\$ 50.00
Capital One – Student (CDW)	3611	06/2015	\$ 100.00
Capital One – Student (CDW)	3757	06/2016	\$ 50.00
Capital One – Student (TBD)	2201	12/2016	\$ 6.50

180. 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 May 22, 2017, there are certain bills that must be paid to avoid penalty or disruption of essential services.

181. that the Board approve the use of State Contract to purchase a replacement District Truck:

WHEREAS,	the Old Tappan Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State Contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and										
WHEREAS,	the Old Tappan Board of Education has the need on a timely basis to purchase goods and services utilizing State Contracts; and										
WHEREAS,	the Old Tappan Board of Education may enter into contracts with the referenced State Contract Vendor through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State Contracts; now therefore, be it										
RESOLVED,	that the Old Tappan Board of Education authorizes the School Business Administrator to purchase a 2017 Ford Super Duty F-250 SRW XL 4WD Reg Cab 8' Box with Snow Plow Package from the approved New Jersey State Contract Vendor as listed below for the 2016/2017 school year pursuant to all conditions of the individual State Contracts; and be it further										
RESOLVED,	<p>that the expiration date of the contract between the Old Tappan Board of Education and the referenced State Contract Vendor not to exceed the amount stated shall be as follows:</p> <table border="1" data-bbox="480 1150 1511 1352"> <thead> <tr> <th><u>Contract Number</u></th> <th><u>Vendor</u></th> <th><u>Commodity/Service</u></th> <th><u>NJ State Contract Exp. Date</u></th> <th><u>Amount Not to Exceed</u></th> </tr> </thead> <tbody> <tr> <td>A88727</td> <td>Beyer Ford</td> <td>072-02/Vehicles, Trucks, Class 2, Pickup/Utility, With Snow Plow Option</td> <td>3/25/2018</td> <td>\$40,000</td> </tr> </tbody> </table>	<u>Contract Number</u>	<u>Vendor</u>	<u>Commodity/Service</u>	<u>NJ State Contract Exp. Date</u>	<u>Amount Not to Exceed</u>	A88727	Beyer Ford	072-02/Vehicles, Trucks, Class 2, Pickup/Utility, With Snow Plow Option	3/25/2018	\$40,000
<u>Contract Number</u>	<u>Vendor</u>	<u>Commodity/Service</u>	<u>NJ State Contract Exp. Date</u>	<u>Amount Not to Exceed</u>							
A88727	Beyer Ford	072-02/Vehicles, Trucks, Class 2, Pickup/Utility, With Snow Plow Option	3/25/2018	\$40,000							

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 _____