

AGENDA - REGULAR PUBLIC MEETING

FEBRUARY 22, 2016

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/Policy
 - Human Resources
 - 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

FEBRUARY 22, 2016

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 122 through 126 be approved.

Roll Call:

122. 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
2/22/2016	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
3/14/2016	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
3/28/2016	7:00 p.m.	Conference Rm.	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

123. that the Board approve the minutes and attachments of the February 8, 2016 Regular Public Meeting and Executive Session I. **(attached)**

124. 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,	Dr. Laura Sullivan , Supervisor of Instruction for Curriculum and Educational Technology, will be attending the workshop " <i>Work Smarter not Harder with Google Classroom</i> ", on March 2, 2016, at Eisenhower Middle School, Wyckoff, NJ; 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 = \$41.95 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 Dr. Sullivan's attendance at the aforementioned conference as well as the related travel expenses.

125. 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,	Douglas Barrett , School Business Administrator, will be attending the NJASBO Conference, from June 8, 2016 - June 10, 2016, at the Borgata Hotel, Atlantic City, NJ, and
WHEREAS,	the attendance at this conference has either been previously approved in writing by the Superintendent and/or is provided for in Mr. Barrett's current employment agreement, as work related and within the scope of his 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 current responsibilities, and is directly related to the employee's professional development; and
WHEREAS,	<p>the anticipated travel and related expenses particular to attendance at this function are as follows:</p> <p>Conference registration = \$150 Hotel: not to exceed \$105 per night (conference headquarters) Mileage = actual miles driven at the prevailing State Mileage rate (currently \$.31 per mile) Tolls = actual cost of tolls Parking = actual parking costs Meals & incidentals = \$71 (amount per the US General Services Administration website for conference location); now, therefore be it</p>
RESOLVED,	that the Board approves Mr. Barrett's attendance at the aforementioned conference as well as the related travel expenses.

126. that the Board approve the Holiday Recess for the 2016-2017 school year for Support Staff:

July 4 th Holiday	Friday & Monday July 1 & 4, 2016
Labor Day	Monday September 5, 2016
NJEA	Thursday & Friday November 10 & 11, 2016
Thanksgiving Recess	Thursday & Friday November 24 & 25, 2016
Winter Recess	Monday to Friday December 26-30, 2016
New Year's Day	Monday January 2, 2017
President's Day	Monday February 20, 2017
Good Friday	Friday April 14, 2017
Memorial Day	Monday May 29, 2017

II. HUMAN RESOURCES
Mr. John Shahdanian

FEBRUARY 22, 2016

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 101 through 105 be approved.

Roll Call:

101. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Lauriello, Sabatino	Creating Health and Balance in Today's Classroom EDIN-539-188	3	Abbreviated	The College of New Jersey Regional Training Center	April 22, 2016 - May 1, 2016

102. that the Board rescind motion #87 (1/6/2016) and approve the following Family Leave for Mary Walker as follows:

Teacher/Assignment	Dates	Reason
Walker, Mary/Grade 1	3/11/2016 - 3/25/2016	Presumptive Period of Disability (Pre-birth) with pay and health benefits
	3/26/2016 - 4/22/2016	Presumptive Period of Disability (Post-birth) with pay and health benefits
	4/23/2016 - 5/31/2016	Unpaid Leave/with health benefits (FMLA and Family Leave Act)

103. that the Board approve the appointment of the following leave replacement teacher:

Name	School/Assignment	Rate
Ricca, Catherine	TBD – Grade 1 (Leave Replacement for Mary Walker) 3/7/2016 – 6/3/2016	\$222.79 per diem (1/200 th of \$44,558) No Health Benefits

104. that the Board approved the following substitute to be employed on a per diem basis, as needed, for the 2015-2016 school year, as recommended by the Superintendent:

Gambutu, Patrick (Teacher Substitute)

II. HUMAN RESOURCES**(Cont'd)****FEBRUARY 22, 2016**

105. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Vitale, Florence	Building Successful Readers in All Content Areas OL-880	3	On-Line	Colorado State University- Pueblo Learners Edge	January, 2016 - July, 2016

IV. PHYSICAL RESOURCES
Ms. Nicole Gray

FEBRUARY 22, 2016

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 32 through 33 be approved.

Roll Call:

32. that the Board approve the facilities request from the Old Tappan Police Department to hold a "Bike Rodeo" on Interschool Drive on Saturday, June 4, 2016 (Rain Date: Sunday, June 5, 2016) from 1:00pm - 6:00pm.
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 3/15/2016 through 6/28/2016 (weather permitting).

V. FINANCE & BUDGET
Mr. Kurt Linder

FEBRUARY 22, 2016

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 109 through 118 be approved.

Roll Call:

- 109. 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 **Supplemental Accounts Payable** bills that required payment between the February 8, 2016 and February 22, 2016 Old Tappan Board of Education meetings, in the amount of **\$6,394.34** for the current expense. **(attached)**
- 110. 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 February, 2016** bills in the amount of **\$85,738.16** for the current expense. **(attached)**
- 111. 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 **\$742,936.52** for the month of **February, 2016**.
- 112. that the Board approve the **January, 2016** Transfers. **(attached)**
- 113. 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, 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 2015-2016 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

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

115. 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, 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.

116. that the Board appropriate \$64,684 (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	\$35,000
11-000-261-420-00-02	Maintenance - Building	Facilities Upgrades	\$29,684

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.

117. that the Board authorize payment of educational tuition and/or transportation for the following pupil for the 2015-2016 school year:

Student	Facility Location	Tuition	Transportation
436	Valley Program (NVHS)	\$38,777.46 (pro-rated partial year)	To be determined

118. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to approve payment for the following bills:

Direct Energy
Horizon Blue Cross and Blue Shield

EXPLANTION: As the next scheduled Board Meeting is March 14, 2016, 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 takes 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 _____