

**AGENDA - ORGANIZATION MEETING
JANUARY 5, 2022 – 7:00 P.M.**

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 face the stage in the **Lynch Gym**. If that exit is blocked, proceed to the rear of the gym and exit the three doors turning left, and proceed to the main entrance.
4. **Presiding Officer's Meeting Notice Statement:** In accordance with the provisions of the New Jersey Open Public Meetings Law, the Old Tappan Board of Education has caused notice of this meeting by posting the date, time and location of said meeting with the Clerk of the Borough of Old Tappan, on the bulletin boards in the T. Baldwin Demarest Elementary School and Charles DeWolf Middle School, and by mailing notification to the Board's official newspapers.
5. Report of Election Results
6. Oath of Office
7. Roll Call
8. Election of Board Officers
9. Committee Appointments
10. Public Hearing on Reorganization Meeting Agenda
11. Board Discussion and Formal Action on Reorganization Agenda Business
 - Board Operations/Policy
12. President's Report/Correspondence
13. Superintendent's Report
 - Start Strong Testing Presentation
 - Semi-Annual H.I.B. and Violence, Vandalism, Weapons and Substance Abuse Reporting
14. Board Secretary's Report
15. Public Hearing on the Regular Public Meeting Agenda
16. Board Discussion and Formal Action on Agenda Business
 - Board Operations/Policy
 - Human Resources
 - Physical Resources
 - Finance & Budget
17. Public Hearing on other than Meeting Agenda
18. Unfinished Business
19. New Business
20. 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.

ORGANIZATION MEETING – JANUARY 5, 2022

AGENDA

1. Presiding Officer's Meeting Notice Statement:

In accordance with the provisions of the New Jersey Open Public Meetings Law, the Old Tappan Board of Education has caused notice of this meeting by posting the date, time and location of said meeting with the Clerk of the Borough of Old Tappan, on the bulletin boards in the T. Baldwin Demarest School and Charles DeWolf Middle School, and by mailing notification to the Board's official newspapers.

2. Presiding Officer's Welcome Statement:

WELCOME to a public meeting of the Old Tappan Board of Education. The Board is meeting this evening for the purpose of taking official, formal action on the business of the Board and school district.

The business the Board will act on this evening, as contained on the following pages, is broken down in sections in this order:

Board Operations
Human Resources
Physical Resources
Finance & Budget

The FIRST segment - Public Hearing on Meeting Agenda is devoted to hearing from those persons who might have questions or statements regarding any of the matters listed on the following pages and which the Board will be acting on this evening.

The SECOND segment - Public Hearing on Other Than Meeting Agenda is devoted to hearing from those persons who might have questions or statements regarding Board or school district matters OTHER THAN matters which appear on the following pages.

If you wish to address the Board at either or both of these public hearing segments, you are asked to raise your hand and be recognized by the Board President. When recognized, clearly state your name and address. All questions or statements must be addressed to the Board President. You are asked to limit your remarks to three (3) minutes or less.

The Board, through the President, or upon permission of the President, through individual Board members, may respond to your comments.

We hope your visit with us this evening will be an enjoyable and informative one.

3. Election Results:

Douglas Barrett, Business Administrator/Board Secretary reports the official results of the Annual School Election held on November 2, 2021, as follows:

Board Candidates Results One Three-Year Term

	District 1	District 2	District 3	Absentee Ballots	Provisional	Early Voting	Grand Total
John Shahdanian	165	157	183	202	27	50	784
John Ranu	111	131	150	174	29	28	623
Melissa Del Rosso	171	158	154	133	19	38	673
Personal Choice	14	10	11	3	2	1	41

4. Oath of Office

Board Secretary Barrett will administer the oath of office to Mr. Shahdanian and Ms. Del Rosso.

The new Board of Education now consists of:

- Melissa Del Rosso 2024
- John L. Shahdanian II 2024
- Kurt Linder 2023
- Maryellen LaFronz 2022
- Kristen Santoro 2022

5. Roll Call

Roll Call: Ms. Del Rosso, Ms. LaFronz, Mr. Linder, Ms. Santoro, Mr. Shahdanian II

6. Election of Officers

Motion made by _____ to nominate _____
for the position of Board President.

Motion made by _____ to nominate _____
that the nominations for Board President be closed.

Roll Call

Motion made by _____ to nominate _____
for the position of Board Vice-President.

Motion made by _____ to nominate _____
that the nominations for Vice-President be closed.

Roll Call

7. Appointments

Committee Appointments:

1. Old Tappan Board of Education Committees:

- Board Operations/Policy _____
- Human Resources _____
- Student Development _____
- Physical Resources _____
- Finance & Budget _____

- Negotiations _____
- Joint Boards _____
- PTO Liaison _____
- Legislation _____
- Safety _____

2. Bergen County School Boards Association

- Representative _____
- Alternate _____

3. New Jersey School Boards Association

- Representative _____
- Alternate _____

Motion to open the meeting to the public for items on the Reorganization Agenda.

Roll Call

Motion to close the meeting to the public.

Roll Call

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 67 through 97 be approved.

Roll Call:

SCHOOL BOARD MEMBER CODE OF ETHICS

67. that the members of the Old Tappan Board of Education recognize that they hold authority not as individuals but as members of the Board. In order to make a clear, public statement of its philosophy of service to the students of the district, the Board adopts the School Board Member Code of Ethics.

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my Board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but together with my fellow Board members, to see that they are well run.
5. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action that may compromise the Board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

(After the reading of the Code of Ethics, the Board will engage in a formal discussion on the Code of Ethics.)

68. that the Board establish Meeting Dates, Times and Places for 2022:

NOW, THEREFORE, BE IT RESOLVED, that the Old Tappan Board of Education, pursuant to Chapter 231 of the Public Laws of 1975, (i.e. Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the **Lynch Gym, located in the Charles DeWolf Middle School**, 275 Old Tappan Road, Old Tappan, New Jersey, at 8:00 p.m.; and

BE IT FURTHER RESOLVED, that the purpose of the Regular Meetings shall be in the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED, that notices of meetings of the Board of Education shall be placed with the Record and the Ridgewood News newspapers, filed with the Old Tappan Borough Clerk, posted in the Old Tappan Board of Education Administrative Office and posted on the District website; and

BE IT FURTHER RESOLVED, that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED, that in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its President, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so; and

BE IT FURTHER RESOLVED, that the Board of Education will meet on the following dates:

JANUARY 5, 2022

**OLD TAPPAN BOARD OF EDUCATION MEETINGS
BOARD CONFERENCE ROOM – 8 P.M.
JANUARY 2022 – JANUARY 2023**

Pursuant to the Open Public Meeting Act - P.L. 1975:C231, please take notice that the **Old Tappan Board of Education** will be holding the following meetings in the Lynch Gym, located in the Charles DeWolf Middle School, 275 Old Tappan Road, Old Tappan, New Jersey:

January	5,	2022	7:00 p.m.	Regular Public Meeting/ Reorganization
January	24,	2022		Regular Public Meeting
February	14,	2022		Regular Public Meeting
March	7,	2022		Regular Public Meeting
March	28,	2022		Regular Public Meeting
April	25,	2022		Regular Public Meeting/ Budget Hearing
May	9,	2022		Regular Public Meeting
June	6,	2022		Regular Public Meeting
June	27,	2022		Regular Public Meeting
July	18,	2022		Regular Public Meeting
August	15,	2022		Regular Public Meeting
September	12,	2022		Regular Public Meeting
October	3,	2022		Regular Public Meeting
October	24,	2022		Regular Public Meeting
November	14,	2022		Regular Public Meeting
December	12,	2022		Regular Public Meeting
January	2,	2023	Monday - 7:00 p.m.	Regular Public Meeting/ Reorganization

Note #1 - Unforeseen circumstances may force the rescheduling of these meetings. In such cases, notice will be given as provided pursuant to the Open Public Meetings Act.

Note #2 - Executive Sessions, to which the public is excluded, shall commence at 7:00 p.m., (prevailing time).

69. that the Board approve the adoption of all existing Board Policies, Regulations, Exhibits and By-Laws, including updates, for the period January 1, 2022 through the 2023 Reorganization meeting.

70. that the Board authorize that *The Record* (Hackensack, NJ), *The Ridgewood News* (Ridgewood, NJ), and/or *The Star-Ledger* (Newark, NJ) be adopted as the official newspapers to be used for the advertisement of meetings, legal ads and/or all other necessary public notifications for the period January 1, 2022 through the 2023 Reorganization meeting.

71. that the Board adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings for the period January 1, 2022 through the 2023 Reorganization meeting.

72. that the Board approve the following Depositories:

1. Valley Bank

- A. Operating Account
- B. Salary Account (Payroll)
- C. Payroll Agency Account
- D. Unemployment Trust Account
- E. Milk Account
- F. Student Athletic/Activities Account
- G. Capital Improvements Account
- H. Field Trips Account
- I. T. Baldwin Demarest School Account
- J. Charles DeWolf Middle School Account
- K. Emergency Reserve Account

2. State of New Jersey Cash Management Fund

- A. Investment Account (General Account) – **Inactive**
- B. Investment Account (Improvement Account) - **Inactive**

73. that the Board authorize the following signatures for all bank accounts:

Operating Account – Facsimile and/or Signature Required

- All of the following persons:
- 1. President
 - 2. Business Administrator or Assistant Business Administrator
 - 3. Treasurer

Salary Account (Payroll) - Facsimile and/or Signature Required

- Any one of the following persons:
- 1. President
 - 2. Business Administrator
 - 3. Treasurer

Payroll Agency Account - Facsimile and/or Signature Required

- Any two of the following persons:
- 1. President
 - 2. Business Administrator
 - 3. Treasurer

Unemployment Trust Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
2. Business Administrator
3. Treasurer

Milk Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
2. Business Administrator
3. Treasurer

Student Athletic/Activities Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
2. Business Administrator
3. Treasurer

Capital Improvements Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
2. Business Administrator
3. Treasurer

Field Trips Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
2. Business Administrator
3. Treasurer

T. Baldwin Demarest School Account – Facsimile and/or Signature Required

Any two of the following persons: 1. Principal
2. President
3. Business Administrator
4. Treasurer
5. Assistant Business Administrator

Charles DeWolf Middle School Account - Facsimile and/or Signature Required

Any two of the following persons: 1. Principal
2. President
3. Business Administrator
4. Treasurer
5. Assistant Business Administrator

Emergency Reserve Account – Facsimile and/or Signature Required

Any two of the following persons: 1. President
2. Business Administrator
3. Treasurer

74. that the Board authorize the Treasurer of School Monies to use a signature stamp for the Old Tappan Board of Education's Operating Account, Salary Account (Payroll), and Payroll Agency Account.

75. that the Board authorize the President to use a signature stamp for the Old Tappan Board of Education's Operating Account, Salary Account (Payroll), Payroll Agency Account, Student Athletics Account, and Unemployment Trust Account.

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76. that the Board approve the President and Vice President authorization to sign warrants for the Operating Account.
77. that the Board approve the District's Standard Operating Procedure and Internal Controls Document.
78. that the Board approve the District's participation in the following cooperative purchasing pricing systems:
- Educational Services Commission of New Jersey's (ESCNJ)
 - Camden County Educational Services Commission
 - Hunterdon County Educational Services Commission
79. that the Board authorize the Business Administrator/Board Secretary to invest funds not immediately needed, in any authorized designated banking institution.
80. that the Board approve the appointment of Douglas Barrett as Qualified Purchasing Agent for the period January 1, 2022 through the 2023 Reorganization meeting, and that the Board authorize the bid threshold to be \$44,000.
81. that the Board approve the following appointments for the period January 1, 2022 through the 2023 Reorganization meeting:
- | | |
|---|---------------------|
| a. Affirmative Action Officer for District & Curriculum | Sullivan, Laura |
| b. American With Disabilities Act Officer | Lewites, Abbe |
| c. Anti-Bullying Coordinator | Lauriello, Sabatino |
| d. Attendance Officer | Da Giau, Danielle |
| e. Board Secretary | Barrett, Doug |
| f. Custodian of Records | Barrett, Doug |
| g. Homeless Education Liaison | Lewites, Abbe |
| h. Indoor Air Quality Officer | Arboleda, Guillermo |
| i. Integrated Pest Management Coordinator | Arboleda, Guillermo |
| j. Public Agency Compliance Officer | Barrett, Doug |
| k. Right-To-Know Contact Person | Arboleda, Guillermo |
| l. School Safety Specialist | Barrett, Doug |
| m. State Testing Coordinator | Sullivan, Laura |
82. that the Board approve the authorization of the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the period January 1, 2022 through the 2023 Reorganization meeting.

83. that the Board approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the period January 1, 2022 through the 2023 Reorganization meeting:

AXA Equitable 403(b) and 457
VALIC 403(b) and 457
Lincoln Investment 403(b)

84. that the Board approve Art Caughlan, Nelson-Patterson Insurance Agency, New Milford, NJ, to serve as Risk Manager for the period January 1, 2022 through the 2023 Reorganization meeting.

85. that the Board appoint Antoinette Kelly as the Treasurer of School Monies pursuant to N.J.S.A. 18A:17-31 for the period January 1, 2022 through the 2023 Reorganization meeting.

86. that the Board approve Tb Investigators, LLC, Old Bridge, NJ, on an as needed basis, to investigate attendance and residency issues, for the period January 1, 2022 through the 2023 Reorganization meeting.

87. that the Board approve the Organization Chart for the Old Tappan Board of Education **(attached)**.

88. that the Board adopt the following resolution authorizing an agreement for Board Counsel, adopted by the Old Tappan Board of Education in the County of Bergen, for the period January 1, 2022 through the 2023 Reorganization meeting:

WHEREAS, the law firm of Fogarty & Hara, Esqs. has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing the law firm of Fogarty & Hara, Esqs., to provide professional services to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints the law firm of Fogarty & Hara, Esqs. as Board Attorneys until the next Reorganization meeting in accordance with the terms and conditions set forth in the Agreement which is attached hereto and made a part hereof. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this Resolution. The Board Secretary is hereby directed to publish a notice of this Award in the official newspaper of the Board.

89. that the Board approve the following appointments to serve for the period January 1, 2022 through the 2023 Reorganization meeting:

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. Seq. requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Old Tappan Board of Education as follows:

JANUARY 5, 2022

1. **Lerch, Vinci and Higgins**, Fair Lawn, New Jersey, is appointed for auditing and accounting services for the period January 1, 2022 through the 2023 Reorganization meeting.
2. **Fogarty & Hara, Esq.**, Fair Lawn, New Jersey, is appointed for legal services for the period January 1, 2022 through the 2023 Reorganization meeting.
3. **Di Cara Rubino Architects**, Wayne, New Jersey, is appointed for architectural services for the period January 1, 2022 through the 2023 Reorganization meeting.
4. **EnviroVision Consultants (f/k/a Environmental Remediation & Management Inc.)**, Trenton, New Jersey, is appointed for environmental and consulting services for the period January 1, 2022 through the 2023 Reorganization meeting.
5. **Nancy Rothenberg, MD**, Old Tappan, New Jersey, is appointed for medical services for the period January 1, 2022 through the 2023 Reorganization meeting.

These appointments qualify as professional services for which the Board is not required to publicly advertise for bids in accordance with N.J.S.A. 18A:18A-5.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once as required by law, within ten (10) days of its passage, stating its nature, duration, service and amount, and that the resolution and contract are on file in the office of the Board of Education in the following form:

NOTICE OF AWARD OF PROFESSIONAL SERVICES

At its Reorganization meeting of JANUARY 5, 2022, the Old Tappan Board of Education authorized the awarding of contracts to:

Lerch, Vinci & Higgins, Fair Lawn, NJ, to provide auditing services to the District.

Standard billing rates for the period January 1, 2022 through the 2023 Reorganization meeting are as follows:

Partners: \$160 - \$190 per hour Managers: \$135 - \$150 per hour

Fogarty & Hara, Esq., Fair Lawn, NJ, to provide legal services to the District at the hourly rates as follows:

Partners: \$175 per hour Associates: \$155 per hour

Di Cara Rubino Architects, Wayne, NJ, to provide architectural services to the District at the hourly rates as follows:

Principals: \$175 per hour

EnviroVision Consultants, Inc., Fair Lawn, NJ, to provide environmental and consulting services to the District.

Nancy Rothenberg, MD, Old Tappan, NJ, to provide medical services to the District. This resolution and contracts are on file and available for public inspection at the Board of Education's Offices.

90. BE IT FURTHER RESOLVED, that the amount for District taxes for the 2021-2022 school year, totaling \$15,407,192.00, be allocated for current expense requirements; and

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Old Tappan is requested to place in the hands of the Treasurer of School Monies the aforementioned amount per the following schedule:

Date	Amount Due
7/1/21	\$1,283,932.67
8/1/21	\$1,283,932.67
9/1/21	\$1,283,932.67
10/1/21	\$1,283,932.67
11/1/21	\$1,283,932.67
12/1/21	\$1,283,932.67
1/1/22	\$1,283,932.67
2/1/22	\$1,283,932.67
3/1/22	\$1,283,932.67
4/1/22	\$1,283,932.67
5/1/22	\$1,283,932.67
6/1/22	\$1,283,932.63

NOTE: Monies are due within 30 days of the listed dates.

91. that the Board approve the Comprehensive Equity Plan for the School Years 2019-2020 through 2021-2022, and the signed Statement of Assurance (**attached**).

92. that the Board approve the 2021-2022 maximum budgeted travel expenditures in the amount of \$21,575.00.

93. that the Board adopt the OPRA copy fee schedule as follows:

- \$0.05 per page for letter sized pages or smaller;
- \$0.07 per page for legal sized pages or larger;
- If the actual cost to produce paper copies exceeds the \$0.05 and \$0.07 rates, custodians may charge the actual cost of duplication.

94. that the Old Tappan Board of Education authorize the establishment of petty cash funds for the amounts listed below:

<u>Location</u>	<u>Amount</u>	<u>Maximum Single Purchase Amount</u>	<u>Custodian</u>
Board Office	\$200.00	\$50.00	Megan Marmora
Superintendent's Office	\$200.00	\$50.00	Soci Kayserian
TBD Main Office	\$200.00	\$50.00	Joan Fox
CDW Main Office	\$200.00	\$50.00	Mary Rosica

95. that the Board approve WageWorks Inc./Health Equity to provide Section 125 Flexible Spending Account (FSA) program services to the District.

96. that the Old Tappan Board of Education approve Program Development, Revision and Evaluation Schedule for Northern Valley Schools K-8 Districts from the Office of Curriculum and Instruction which are on file in the Office of the Superintendent.

97. that the Old Tappan Board of Education approve all existing curriculum guides for continuation for the 2021-2022 school year which are on file in the Office of the Superintendent:

- K-12 Comprehensive Health/Physical Education
- K-12 English as a Second Language (ESL)
- K-12 English Language Arts
- K-12 Library/Media
- K-12 Mathematics
- K-12 Music
- K-12 Science
- K-12 Social Studies
- K-12 Technology
- K-12 Visual & Performing Arts
 - K-8 Dance/Theater
- K-12 World Language

REGULAR PUBLIC PORTION OF AGENDA

I. BOARD OPERATIONS/POLICY

JANUARY 5, 2022

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 98 through 102 be approved.

Roll Call:

98. 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
1/5/2022	7:00 p.m.	Lynch Gym	Reorg. & P.M.	Reorganization/Regular Business
	Immediately following P.M.	CDW Media Center	E.S.	Personnel/Legal
1/24/2022	7:00 p.m.	CDW Media Center	E.S.	Personnel/Legal
	8:00 p.m.	Lynch Gym	P.M.	Regular Business

99. that the Board approve the minutes and attachments of the December 13, 2021 Regular Public Meeting, and Executive Session I (attached).

100. that the Board acknowledge the following School Bus Evacuation Drill:

1. Date: 12/16/2021
2. Time of Day Drill Conducted: 9:15 a.m. to 1:30 p.m.
3. School Names: T. Baldwin Demarest Elementary School and Charles DeWolf Middle School
4. Location of Drill: Interschool Drive (private road between both schools)
5. Route Numbers: All students participated, inclusive of Route #1.
6. Supervisor of Drill: Sabatino Lauriello, Physical Education / Health Teacher and Student Manager

101. that the Board adopt the following resolution in support of School Board Recognition Month:

WHEREAS,	The New Jersey School Boards Association has declared January 2022 to be School Board Recognition Month , a time when all residents can acknowledge the contributions made by our local school board members; and
WHEREAS,	the Old Tappan Board of Education is one of more than 581 local school boards in New Jersey which sets policies and oversees operations for public school districts; and
WHEREAS,	the Old Tappan Board of Education embraces the goal of high-quality education for all New Jersey public school students; and
WHEREAS,	New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12 th grade; and
WHEREAS,	New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and
WHEREAS,	School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and
WHEREAS,	Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and
WHEREAS,	New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; now, therefore, be it
RESOLVED,	that the Old Tappan Board of Education does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2022 as School Board Recognition Month ; and be it further
RESOLVED,	that the Old Tappan Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

102. that the Board approve the following resolution:

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 , Teacher, will be attending the NJIDA Virtual Conference, <i>Constructing Reading Comprehension: A Blueprint and Instructional Tools Provided</i> , on March 9, 2022 and March 16, 2022; 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 = \$90 Hotel = N/A Actual miles driven at the prevailing State Mileage rate (currently \$.35 per mile) = N/A Tolls = N/A Parking = N/A 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. Brown's attendance at the aforementioned conference as well as the related travel expenses.

II. HUMAN RESOURCES**JANUARY 5, 2022**

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 71 through 74 be approved.

Roll Call:

71. that the Board approve the appointment of the following Aide (no health benefits), for the 2021-2022 school year, effective date to be determined, pending proof of medical requirements, fingerprinting and criminal background history:

Name of Aide	Type	School	Time	Hourly Rate
Kelly, Pamela	In-District Aide	TBD	2.75 hours/day plus a 45 minute unpaid lunch	\$15.00

72. that the Board approve the appointment of the following personnel for the period January, 2022 through June 30, 2022, as recommended by the Superintendent, pending proof of medical requirements, fingerprints and criminal background history:

Name	Position	Rate
Kelly, Pamela	Part-Time Secretary/Media Center Clerk at the Charles DeWolf Middle School	\$19.86 per hour (no benefits)

73. that the Board approve the change in Full Time Equivalent (FTE) for the following employee, effective January 3, 2022, for the 2021-2022 school year:

Name	School	Position	From	To
LaMorte, Courtney	TBD	Special Education Teacher	0.5 FTE	1.0 FTE

EXPLANATION: Ms. LaMorte was previously a .28 FTE ABA Aide and .5 FTE Special Education Teacher.

74. that the Board approve Amy Brown, Teacher, to teach two additional multisensory reading periods per week, from January 3, 2022 through the end of the school year. Ms. Brown will be compensated at a rate of an additional 1/15th (2/5th of 1/6th) of her current salary on a pro-rated basis.

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 25 through 26 be approved.

Roll Call:

25. that the Board approve the facilities request from the Northern Valley Soccer Club, for their Soccer Programs to use the All-Purpose Room at the T. Baldwin Demarest Elementary School and Lynch Gym at the Charles DeWolf Middle School, on designated Sundays, at designated hours, from 1/9/2022 through 3/27/2022.
26. that the Board approve the facilities request from the Old Tappan PTO, to hold a Talent Show in the T. Baldwin Demarest Elementary School's Gym, on 2/8/2022, at 6:30 p.m. The request also includes the use of the T. Baldwin Demarest Elementary School Music Room and Gym for auditions and practices, on designated days and times, from 1/24/2022 through 2/7/2022.

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 88 through 93 be approved.

Roll Call:

88. 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 December, 2021** bills in the amount of **\$92,187.58** for the current expense (**attached**).

89. that the Board approve the payroll adjustment in the amount of **-\$2,980.79** for the month of December, 2021.

EXPLANATION: This payroll adjustment was required to reduce the paychecks of two employees who took unpaid days off in December after the December payroll had already been processed.

90 that the Board approve the preventative maintenance/service agreement with Industrial Combustion Associates of Somerset, NJ for the maintenance of the Patterson Kelley Boilers in the Charles DeWolf Middle School (**attached**).

91. that the Board approve the agreement with Dr. Michael Fowlin to provide assembly presentations on student wellness to Charles DeWolf Middle School students, as well as one evening parent presentation (**attached**).

92. that the Board approve the licensing and maintenance fee for consumable school supplies with Educational Data Services Inc., 236 Midland Avenue, Saddle Brook, NJ 07663, for the 2022-2023 school year (**attached**).

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

- Direct Energy Electric
- Direct Energy Gas
- Honeywell
- Horizon Blue Cross and Blue Shield
- PSE&G
- Rockland Electric
- Suez/United Water
- Verizon Wireless
- XTel
- Pitney Bowes
- Any other bills that require payment in between Board meetings

EXPLANATION: There are certain bills that must be paid to avoid penalty or disruption of essential services prior to the next scheduled Board Meeting.

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 _____