

## AGENDA - REGULAR PUBLIC MEETING

FEBRUARY 14, 2022

8:00 PM

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. Roll Call
5. **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.
6. Acknowledgment of 2<sup>nd</sup> Quarter High Honors Students
7. President's Report/Correspondence
8. Superintendent's Report
9. Board Secretary's Report
10. Public Hearing on Meeting Agenda
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. Committee Reports
14. Unfinished Business
15. New Business
16. 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 14, 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 106 through 109 be approved.

Roll Call:

106. 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.

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Type</b>	<b>Agenda</b>
2/14/2022	7:30 p.m.	CDW Media Center Lynch Gym	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
3/7/2022	7:00 p.m.	CDW Media Center Lynch Gym	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
3/28/2022	7:00 p.m.	CDW Media Center Lynch Gym	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
4/25/2022	7:00 p.m.	CDW Media Center Lynch Gym	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business/ Budget Hearing

107. that the Board approve the minutes and attachments of the January 24, 2022 Reorganization/Regular Public Meeting, and Executive Session I (**attached**).

108. that the Board approve the Sidebar Agreement between the Old Tappan Board of Education and the Old Tappan Education Association regarding the addition of an Assistant Drama Advisor position for the 2021-2022 school year (**attached**).

109. that the Board approve the Holiday Recess dates for the 2022-2023 school year for Support Staff:

July 4 <sup>th</sup> Holiday	Friday & Monday July 1 & 4, 2022
Labor Day	Monday September 5, 2022
NJEA	Thursday & Friday November 10 & 11, 2022
Thanksgiving Recess	Thursday & Friday November 24 & 25, 2022
Winter Recess	Monday to Friday December 26-30, 2022
Presidents' Day	Monday & Tuesday February 20 & 21, 2023
Good Friday	Friday April 7, 2023
Memorial Day	Monday May 29, 2023

**II. HUMAN RESOURCES**  
**Mr. John Shahdarian**

**FEBRUARY 14, 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 Resources actions of the Board, as recommended by the Superintendent, number 77 through 88 be approved.

Roll Call:

77. that the Board approve Stephanie Cordasco-Reiser, Teacher, to teach one additional geometry period per week, from September 2, 2021 through the end of the school year. Ms. Cordasco-Reiser will be compensated at a rate of an additional 1/30<sup>th</sup> (1/5<sup>th</sup> of 1/6<sup>th</sup>) of her current salary on a pro-rated basis.

78. that the Board approve Emily Osbahr, Teacher, to teach two additional science periods per week, from September 2, 2021 through the end of the school year. Ms. Osbahr will be compensated at a rate of an additional 1/15<sup>th</sup> (2/5<sup>th</sup> of 1/6<sup>th</sup>) of her current salary on a pro-rated basis.

79. that the Board approve the following course approval:

<b>Teacher</b>	<b>Course</b>	<b>Credits</b>	<b>Type</b>	<b>School</b>	<b>Dates</b>
Huff, Mary	A New Look at Behavior: Connecting, Calming and Coaching – ED 501-5409	3	Online	Colorado State University, Pueblo – Therapy Advance	2/1/2022 - 5/15/2022

80. that the Board approve the following course approval:

<b>Teacher</b>	<b>Course</b>	<b>Credits</b>	<b>Type</b>	<b>School</b>	<b>Dates</b>
Madera, Patricia	A New Look at Behavior: Connecting, Calming and Coaching – ED 501-5409	3	Online	Colorado State University, Pueblo – Therapy Advance	2/1/2022 - 5/15/2022

81. that the Board approve the following course approval:

<b>Teacher</b>	<b>Course</b>	<b>Credits</b>	<b>Type</b>	<b>School</b>	<b>Dates</b>
Acheson, Kristen	A New Look at Behavior: Connecting, Calming and Coaching – ED 501-5409	3	Online	Colorado State University, Pueblo – Therapy Advance	2/14/2022 - 5/16/2022

82. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Vangelas, Jessica	Visualization Tools for the Classroom – EDTC-635 (Hybrid Course)	2 2	Standard Online	Ramapo College of New Jersey	1/20/2022 - 5/20/2022

**EXPLANATION:** Course began in January and was not previously submitted by Ms. Vangelas.

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

Name	Type	School	Time	Hourly Rate
Vogel, Traci	In-District ABA Aide	TBD	5.75 hours/day plus a 45 minute unpaid lunch	\$20.00

84. that the Board approve the following new substitute to be employed on a per diem basis, as needed, for the 2021-2022 school year, pending submission of required documentation, as recommended by the Superintendent:

Jackson, Shannon (Teacher Substitute)

85. that the Board approve the revised list of outside evaluators, expert witness evaluators, and educational instruction services used by the Child Study Team as resources for the 2021-2022 school year **(attached)**.

86. that the Board approve the submission of the T. Baldwin Demarest Elementary School's and the Charles DeWolf Middle School's HIB Self-Assessments, as indicated on the HIB Surveys **(attached)**.

87. that the Board approve the job description for the Assistant Drama Advisor position **(attached)**.

88. that the Board approve the following Medical Leave request:

Name/Assignment	Dates	Reason
Mueller, Kristina Teacher – CDW	3/9/2022 - 4/14/2022	Medical Leave with pay (sick days)

**III. STUDENT DEVELOPMENT**  
**Ms. Kristen Santoro**

**FEBRUARY 14, 2022**

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 14 through 15 be approved.

Roll Call:

14. that the Board approve the Extended School Year, from 7/5/2022 through 7/29/2022, for the following programs:

- Multiply Disabled Programs at the T. Baldwin Demarest Elementary School
- Emotional Regulation Impairment (ERI) Program at the T. Baldwin Demarest Elementary School
- Preschool Program at the T. Baldwin Demarest Elementary School
- Summer Skill Booster Programs at the T. Baldwin Demarest Elementary School

15. that the Board approve the hourly rate for professional staff members for the 2022 Summer Skill Booster Programs at \$45/hr.

**EXPLANATION:** As the 2022 Summer Skill Booster Program for elementary and middle school students will be predominantly funded by Federal Grant Funds (i.e., more than 50%), the Board has the discretion to set the hourly salary rate.

**IV. PHYSICAL RESOURCES**  
**Ms. Kristen Santoro**

**FEBRUARY 14, 2022**

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 28 through 29 be approved.

Roll Call:

28. that the Board approve the facilities request from Northern Valley Soccer Club to use the school fields for practices and games, daily from March 14, 2022 through June 19, 2022, during specified hours, subject to the adherence of all State and Local directives, guidelines and protocols.
29. that the Board approve the facilities request from the Old Tappan PTO to put on the production of *Shrek* at the Charles DeWolf Middle School and to hold rehearsals, in various rooms of the T. Baldwin Demarest Elementary School, at designated times, on designated dates, from 3/8/22 through 5/14/2022.

**V. FINANCE & BUDGET**  
**Ms. Maryellen LaFronz**

**FEBRUARY 14, 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 105 through 121 be approved.

Roll Call:

105. 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 **February, 2022** bills in the amount of **\$408,554.21** for the current expense (**attached**).
106. 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 **\$897,699.96** for the month of February, 2022.
107. that the Board approve the **revised December, 2021** Custodian of School Monies Report and Board Secretary's Report (**attached**).

**EXPLANATION:** The December reports were subsequently restated and updated.

108. that the Board approve the following resolution:

Resolved, that the Old Tappan Board of Education pursuant to N.J.A.C. 6A:23-2.11 certified for the month of **December, 2021** (after review of the revised Board Secretary's and Treasurer's monthly financial reports) to the best of our knowledge no major account or fund has been over expended 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.

109. that the Board approve the **January, 2022** Transfers (**attached**).

110. 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, 2022** 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 2021-2022 School District Budget pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1 (see Account Totals Report).

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Douglas Barrett  
Board Secretary

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Date



111. that the Board approve the **January, 2022** Custodian of School Monies Report and Board Secretary's Report (**attached**).

112. 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, 2022** (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 over expended 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.

113. that the Board approve and accept the 2020-2021 Audit / Comprehensive Annual Financial Report (CAFR) (**attached**).

114. that the Board approve and accept the 2020-2021 School Audit Recommendations / Auditor's Management Report (**attached**).

115. that the Board approve and accept the 2020-2021 Audit Synopsis (**attached**).

116. that the Board acknowledge that there are no 2020-2021 Audit recommendations and, therefore, no Corrective Action Plan is required.

117. that the Board approve participation in the Northern Valley Regional High School District Consortium for the procurement of eligible Category One E-Rate services and related equipment and authorize the Consortium to submit applicable E-Rate forms to the Schools and Libraries Division of the Universal Service Administrative Company on behalf of the District.

118. that the Board authorize E-Rate Consulting to act as an agent of the Northern Valley Regional School District Consortium and its members in connection with the E-Rate Program for funding year 2022-2023.

119. that the Board approve the contract with Bergen County Special Services for the evaluation of the following student for the 2021-2022 school year (**attached**):

Student	Services	Rate
547	Teacher of the Deaf Services - Evaluation	\$165/hour

120. that the Board accept, with gratitude, the donation of an Integrity Series – Life Fitness treadmill (valued at approximately \$4,500) and an incline Tour de France bicycle (valued at approximately \$3,000) from the Michaelis family, 11 Amelia Drive, to be donated to the Physical Education Department at the Charles DeWolf Middle School.

121. 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 \_\_\_\_\_