

## AGENDA - REGULAR PUBLIC MEETING

MARCH 7, 2022

7:00 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 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:** 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. President's Report/Correspondence
7. Superintendent's Report
8. Board Secretary's Report
9. Public Hearing on Meeting Agenda
10. Board Discussion and Formal Action on Agenda Business
  - Board Operations
  - Human Resources
  - Student Development
  - Physical Resources
  - Finance & Budget
11. Public Hearing on Other Than Meeting Agenda
12. Committee Reports
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**

**MARCH 7, 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 110 through 116 be approved.

Roll Call:

110. 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>
3/7/2022	5:30 p.m.	Conference Rm.	E.S.	Personnel/Legal
	7:00 p.m.		P.M.	Regular Business
3/21/2022	7:00 p.m.	To be determined	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
4/25/2022	7:00 p.m.	To be determined	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business/ Budget Hearing

111. that the Board approve the minutes and attachments of the February 14, 2022 Regular Public Meeting, and Executive Session I (**attached**).

112. that the Board approve the 1<sup>st</sup> reading of the following policies **(attached)**:

2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M)(Revised)
2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
2622	Student Assessment (M) (Revised)
3233	Political Activities (M) (Revised)
5541	Anti-Hazing (M) (New)
8465	Bias Crimes and Bias-Related Acts (M) (Revised)
9560	Administration of School Surveys (M) (Revised)

113. that the Board approve the 1<sup>st</sup> reading of the following regulations **(attached)**:

2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
2622	Student Assessment (M) (New)
8465	Bias Crimes and Bias-Related Acts (M) (Revised)

114. that the Board approve the updated Appendices to The Road Forward, Policy No. 1648.11, along with The Operations Plan for 2021-2022 **(attached)**.

**EXPLANATION:** The updates reflect the expiration of the Governor’s Executive Order No. 251, effective March 7, 2022.

115. 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,	<b>Ms. Kristina Geraghty</b> , Occupational Therapist, will be attending the Therapeutic Services, Inc. Live Web Conference, <i>Sensory Informed Practice in School Based Occupational Therapy</i> , on March 2, 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,	<p>the anticipated travel and related expenses particular to attendance at this function are as follows:</p> <p>Conference registration = \$225.00                      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 &amp; incidentals = N/A; now, therefore, be it</p>
RESOLVED,	that the Board approves <b>Ms. Geraghty's</b> attendance at the aforementioned workshop as well as the related travel expenses.

**EXPLANATION:** Ms. Geraghty was informed of this conference after the February 14, 2022 Board meeting.

116. 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,	<b>Douglas Barrett</b> , School Business Administrator, will be attending the NJASBO Conference, from 6/7/2022 – 6/10/2022, at the Ocean Casino Resort, 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,	the anticipated travel and related expenses particular to attendance at this function are as follows:  Conference registration = \$275 Hotel: Conference site price Actual miles driven at the prevailing State Mileage rate (currently \$.35 per mile) = actual cost of mileage Tolls = actual cost of tolls Parking = actual parking cost Meals & incidentals = not to exceed \$206.50 (amount per the US General Services Administration website for conference location); now, therefore be it
RESOLVED,	that the Board approves Mr. Barrett's attendance at the aforementioned conference as well as the related travel expenses.

**II. HUMAN RESOURCES**  
**Mr. John Shahdanian**

**MARCH 7, 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 89 through 94 be approved.

Roll Call:

- 89. that the Board accept, with regret, the letter of retirement dated 2/15/2022, from Deborah Janowski, Physical Education Teacher, effective 6/30/2022 **(attached)**.
- 90. that the Board accept the resignation of Damiano Amato, Assistant Maintenance Person, effective 2/16/2022.
- 91. that the Board approve the following coach/advisor be employed for the 2021-2022 school year as per the negotiated sidebar agreement:

<b>Name</b>	<b>Activity</b>
Henry, Nicole	Assistant Drama Advisor (CDW)

- 92. 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:

Tama, Geraldine (Teacher Substitute)

- 93. that the Board approve Ms. Seungeun (Sharon) Lee, a former student, to serve as a student-observer with Ms. Jennifer Bara during the month of May.

**EXPLANATION:** Ms. Lee, who is currently a student at Johns Hopkins University, is pursuing speech pathology.

- 94. 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:

<b>Name</b>	<b>Type</b>	<b>School</b>	<b>Time</b>	<b>Hourly Rate</b>
Cabral, Herby	In-District ABA Aide	TBD	5.75 hours/day plus a 45 minute unpaid lunch	\$20.00

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

**MARCH 7, 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 16 be approved.

Roll Call:

16. that the Board approve Legoland Discovery Center, East Rutherford, NJ to be added to the list of approved field trips.

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

**MARCH 7, 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 30 through 33 be approved.

Roll Call:

- 30. that the Board approve the facilities request from the Old Tappan PTO to hold an “International Dance Festival” at the T. Baldwin Demarest Elementary School on 5/9/2022, with rehearsals in the gymnasium and/or All-Purpose Room, at designated times, from 3/14/2022 through 5/4/2022.
- 31. that the Board approve the following resolution regarding the HVAC Replacement Project at T. Baldwin Demarest Elementary School:

WHEREAS,	the Board of Education of Old Tappan Board in the County of Bergen, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of HVAC UPGRADES AT T. BALDWIN DEMAREST ELEMENTARY SCHOOL; and
WHEREAS,	the Board now seeks to take the initial steps in order to proceed with the Project; Now, therefore, be it
RESOLVED,	<p>By the Board of Education of Old Tappan, in the County of Bergen, State of New Jersey, as follows:</p> <p style="padding-left: 40px;">Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review. This project is designated “Other Capital” and the Board is not seeking state funding.</p> <p style="padding-left: 40px;">Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.</p> <p style="padding-left: 40px;">Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.</p> <p style="padding-left: 40px;">Section 4. This resolution shall take effect immediately.</p>



32. that the Board approve the following resolution regarding the HVAC Replacement Project at Charles DeWolf Middle School:

WHEREAS,	the Board of Education of Old Tappan Board in the County of Bergen, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of HVAC UPGRADES AT CHARLES DEWOLF MIDDLE SCHOOL; and
WHEREAS,	the Board now seeks to take the initial steps in order to proceed with the Project; Now, therefore, be it
RESOLVED,	<p>By the Board of Education of Old Tappan, in the County of Bergen, State of New Jersey, as follows:</p> <p style="padding-left: 40px;">Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review. This project is designated "Other Capital" and the Board is not seeking state funding.</p> <p style="padding-left: 40px;">Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.</p> <p style="padding-left: 40px;">Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.</p> <p style="padding-left: 40px;">Section 4. This resolution shall take effect immediately.</p>

33. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to approve placement of the "Notice to Bidders" for the HVAC Replacement Project at the T. Baldwin Demarest Elementary School and Charles DeWolf Middle School.

**EXPLANATION:** The "Notice to Bidders" will be developed by the Board's Attorney and Architect. Given the timing of this project, we may need to move forward on this in between Board of Education meetings.

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

**MARCH 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 122 through 126 be approved.

Roll Call:

- 122. 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 **March, 2022** bills in the amount of **\$307,096.50** for the current expense **(attached)**.
- 123. that the Board authorize Douglas Barrett, School Business Administrator/Board Secretary, to execute an agreement with Computer Solutions, Inc., 6 Commerce Street, Branchburg, NJ, for the Budgetary Accounting Module and Support for the 2022-2023 school year **(attached)**.
- 124. that the Board approve the contract with Bergen County Special Services for the consultation of the following student for the 2021-2022 school year **(attached)**:

<b>Student</b>	<b>Services</b>	<b>Rate</b>
547	Teacher of the Deaf Services – Consultation with Assessment	\$495

**EXPLANATION:** There is a 3-step process for classifying this new hearing impaired student. This is the second, of three contracts. This assessment will determine appropriate services.

- 125. that the Board approve the agreement with Intrado Interactive Services Corporation, Scotts Valley, CA, for their Monsido - School Messenger Accessibility Monitoring System, from July 1, 2022 through June 30, 2023 **(attached)**.

**EXPLANATION:** To ensure Federal ADA compliance for District's website.

126. 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 \_\_\_\_\_