

AGENDA - REGULAR PUBLIC MEETING

MARCH 21, 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 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 21, 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 117 through 121 be approved.

Roll Call:

117. 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
3/21/2022	7:30 p.m.	Conference Rm.	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
5/9/2022	7:00 p.m.	To be determined	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business
6/6/2022	7:00 p.m.	To be determined	E.S.	Personnel/Legal
	8:00 p.m.		P.M.	Regular Business

118. that the Board approve the minutes and attachments of the March 7, 2022 Regular Public Meeting, and Executive Session I (**attached**).

119. that the Board approve the 2nd 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)

120. that the Board approve the 2nd 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)

121. that the Board approve the following resolution nominating Board member, Maryellen LaFronz, for the 2021-2022 Archie F. Hay Award:

WHEREAS,	Maryellen LaFronz has served the schoolchildren and citizens of our Borough for 19 years as a member of the Old Tappan Board of Education; and
WHEREAS,	Ms. LaFronz has provided critical leadership as Board President for 11 years, Board Vice President for three years and has chaired several key board committees; and
WHEREAS,	Ms. LaFronz has made a significant contribution to the New Jersey School Boards Association, serving as delegate and alternate numerous times; and
WHEREAS,	Ms. LaFronz has continued to focus on her professional development, earning the designation of Certified Board Member through NJSBA's Board Member Academy; now, therefore be it
RESOLVED,	that the Old Tappan Board of Education nominate Board Member Maryellen LaFronz for the 2021-2022 Bergen County Archie F. Hay Award in recognition of her outstanding educational leadership and boardmanship.

II. HUMAN RESOURCES
Mr. John Shahdanian

MARCH 21, 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 95 through 98 be approved.

Roll Call:

- 95. that the Board accept the letter of resignation dated 3/9/2022, from Brendan Mai, Custodian, effective 4/8/2022 **(attached)**.
- 96. that the Board accept, with regret, the letter of retirement dated 3/11/2022, from Sue Klimaszewski, District Clerk, effective 6/30/2022 **(attached)**.
- 97. that the Board approve the following course approval:

Teacher	Course	Credits	Type	School	Dates
Bara, Jennifer	The Connection Between Spoken Language and Literacy Development - ED 501-5411	3	Online	Colorado State University, Pueblo – Therapy Advance Courses	6/27/2022 - 8/31/2022

- 98. 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:

Greenberg, Sophie (Teacher Substitute)

III. STUDENT DEVELOPMENT
Ms. Kristen Santoro

MARCH 21, 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 17 through 19 be approved.

Roll Call:

17. that the Board approve the early dismissal of kindergarten classes on Wednesday, June 1, 2022, in order to conduct the Kindergarten Round-Up session for parents/guardians and incoming students.
18. that the Board approve the early dismissal of eighth-grade classes on Thursday, June 16, 2022 (alternate date will be June 17, 2022).
19. that the Board approve the following volunteer health professional to attend the 8th grade overnight trip to The Fresh Air Fund/Sharpe Reservation, Fishkill, NY (Outdoor Education Program):

Ms. Kelly Shahdanian, R.N.

IV. PHYSICAL RESOURCES
Ms. Kristen Santoro

MARCH 21, 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 34 be approved.

Roll Call:

34. that the Board approve the facilities request from the Old Tappan PTO to hold after school clubs in various rooms and gyms of the T. Baldwin Demarest Elementary School and the Charles DeWolf Middle School, Mondays through Fridays, 5/2/2022 through 6/17/2022, from 3:00 p.m. to 5:00 p.m. This request includes eight outside vendors contracted by the Old Tappan PTO; TGA of Bergen County, Mozart to Monet, Health Barn USA, Inc., Challenge Island, Heartstrings Kids, The Coding Place LLC, and Tenafly Nature Center.

V. FINANCE & BUDGET
Ms. Maryellen LaFronz

MARCH 21, 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 127 through 140 be approved.

Roll Call:

- 127. 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 March, 2022** bills in the amount of **\$140,263.35** for the current expense (**attached**).
- 128. 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 **\$891,590.37** for the month of **March, 2022**.
- 129. that the Board approve the **February, 2022** Transfers (**attached**).
- 130. 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 **February 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**).

Douglas Barrett
Board Secretary

Date

- 131. that the Board approve the **February, 2022** Custodian of School Monies Report and Board Secretary's Report (**attached**).
- 132. 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 **February, 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.

133. that the Board hereby fix April 25, 2022, at 8:00 p.m., as a Special Meeting, in the Board of Education Conference Room, as the time and place for conducting the public hearing on the tentative budget for final submission to the State.
134. that the Board approve the following tentative 2022-2023 School District Budget for submission:

BE IT RESOLVED,	<p>that the Old Tappan Board of Education, County of Bergen, approves the preliminary 2022-2023 school year budget as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current General Expense (Fund 11)</td> <td style="text-align: right;">\$18,401,866</td> </tr> <tr> <td>Capital Outlay (Fund 12)</td> <td style="text-align: right;"><u>\$ 2,534,973</u></td> </tr> <tr> <td>TOTAL GENERAL FUND</td> <td style="text-align: right;"><u>\$20,936,839</u></td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Special Revenue (Fund 20)</td> <td style="text-align: right;">\$ 828,649</td> </tr> <tr> <td>Debt Services (Fund 40)</td> <td style="text-align: right;"><u>\$ 0</u></td> </tr> <tr> <td>TOTAL EXPENDITURES/APPROPRIATIONS</td> <td style="text-align: right;"><u>\$21,765,488</u></td> </tr> </table> <p>and, be it further</p>	Current General Expense (Fund 11)	\$18,401,866	Capital Outlay (Fund 12)	<u>\$ 2,534,973</u>	TOTAL GENERAL FUND	<u>\$20,936,839</u>			Special Revenue (Fund 20)	\$ 828,649	Debt Services (Fund 40)	<u>\$ 0</u>	TOTAL EXPENDITURES/APPROPRIATIONS	<u>\$21,765,488</u>
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TOTAL GENERAL FUND	<u>\$20,936,839</u>														
Special Revenue (Fund 20)	\$ 828,649														
Debt Services (Fund 40)	<u>\$ 0</u>														
TOTAL EXPENDITURES/APPROPRIATIONS	<u>\$21,765,488</u>														
RESOLVED,	that the GENERAL FUND tax levy <u>\$15,993,801</u> is approved to support Current General Expense for the 2022-2023 school year budget; and, be it further														
RESOLVED,	that the 2022-2023 school year budget includes an automatic enrollment adjustment, in the amount of <u>\$249,413</u> (\$244,523 pre-budget year adjustment increased by 2%).														

135. that the Board approve a withdrawal of \$2,533,351 from the Old Tappan Board of Education’s Capital Reserve Account for the 2022-2023 school year, for the following:
- \$ 1,533,351 – District – HVAC Upgrade Project (Net of Federal Grant Fund)
 - \$ 700,000 – District – School Playground Upgrades
 - \$ 300,000 – T. Baldwin Demarest Elementary School – Renovation of All-Purpose Room (Phase 1)
136. that the Board approve the 2022-2023 maximum budgeted travel expenditures amount of \$21,575. Per N.J.S.A. 18A:11-12(4)p, the 2021-2022 maximum budgeted travel expenditures amount is \$21,575 of which \$1,835 has been spent to date. The School Business Administrator shall track and record travel costs to ensure the maximum amount is not exceeded.

137. that the Board authorize payment of educational tuition and/or transportation for the following pupil for the 2021-2022 school year:

Student	Facility Location	Tuition	Transportation
548	Valley SLICE Program	\$ 4,313 (pro-rated)	To be determined
539	Windsor Bergen Academy	\$18,640 (pro-rated)	To be determined

138. that the Board authorize the Business Administrator to execute a 39-month lease agreement with Williams Scotsman, Inc., Kearny, NJ, for a mobile office trailer at T. Baldwin Demarest Elementary School including delivery, set up and tear down **(attached)**:

EXPLANATION: This lease is for a 56'x12' Office Trailer for Child Study Team offices.

139. that the Board authorize the Business Administrator to execute an agreement with New Direction Solutions, LLC dba ProCare Therapy, 5550 Peachtree Parkway, Suite 500, Peachtree Corners, GA, for Registered Behavior Technician Services, for the 2021-2022 school year **(attached)**.

140. 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 _____