

TENAFLY BOARD OF EDUCATION

Tuesday, December 11, 2012

BOARD OF EDUCATION MEETING

CLOSED SESSION

- **Personnel**
- **Contractual matters**
- **Negotiations**
- **Litigation**

AGENDA

SESSION I: FOLLOWING OPEN SESSION

NO FORMAL ACTION IS TAKEN DURING THE CLOSED SESSION



Tenafly Public Schools
Regular Public Meeting
of the Tenafly Board of Education

December 11, 2012

Hegelein Building
Central Office
500 Tenafly Road
Tenafly, NJ 07670

Board of Education

Ms. Phyllis Perskie-Kessler, President
Mr. Richard H. Press, Vice President

Mr. Mark Aronson	Mr. Edward J. Salaski
Mr. Sam A. Bruno	Ms. Lynne W. Stewart
Ms. Shana Greenblatt Janoff	Mr. Jonathan M. Teall
Mr. Donald H. Kaplan	

Ms. Lynn Trager, Superintendent of Schools
Ms. Barbara Laudicina, Assistant Superintendent
Dr. Joseph R. Amatuzzi, Interim Business Administrator/Board Secretary
Ms. Teresa Collins, Assistant to the Superintendent for Human Resources
Ms. Suzanne Bassett, Assistant to the Superintendent for Special Services

Representatives to the Board

Students – 2012-2013

Allison Starer, High School Senior
Joanna Weingast, High School Junior

Administrators

Dr. Dora P. Kontogiannis
Dr. Ann Powell
Mr. John Fabbo
Ms. Jennifer Ferrara
Mr. Neil Kaplicer
Ms. Darlene Markman

- I. **OPEN SESSION 7:30 p.m.**
- II. **CLOSED SESSION** -- Board will go immediately into Closed Session for 30 minutes
- III. **OPEN SESSION – 8:00 p.m.**
- | | |
|------------------------------|---------------------|
| A. Call to order | Ms. Perskie-Kessler |
| B. Adequate Notice Statement | Ms. Perskie-Kessler |
| C. Roll Call | Ms. Laudicina |
| D. Pledge of Allegiance | Ms. Perskie-Kessler |
- IV. Approval of Minutes
- Regular Public and Closed Executive Session of November 27, 2012
 - Revised Public Minutes of November 13, 2012
- V. Board President's Report
- Ms. Perskie-Kessler
- VI. Superintendent's Report
- Ms. Trager
- VII. Student Representatives' Report
- Ms. Starer
Ms. Weingast
- VIII. Board Secretary's Report
- Fire and Security Drills for November
- Ms. Laudicina
- IX. Board Committee Reports
- Finance Committee (Audit Report)
 - Alternative Revenue (Bright Lights Event Update)
- Mr. Kaplan
Ms. Stewart
- X. Reports, Presentations and Discussions:
- Calendar for 2013-2014 & 2014-2015
- Ms. Trager
- XI. Public Comments -- Agenda
Citizens may address the Board of Education on any item listed on the agenda. Citizens will give their names and addresses when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.
- XII. Action Items – Resolutions
- XIII. Public Comments – Second Opportunity
Citizens may address the Board of Education on any item not on the agenda. Citizens will give their names and addresses when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.

Opportunities for public comment are not scheduled for the Committee-Of-Whole Work Session

XIV. Open Session

XV. Adjournment to Closed Session

The session may include discussions of negotiations, contractual matters, and personnel, including the personnel consequences and implications for negotiations regarding the 2011-2012 budget. Pursuant to the Open Public Meetings Act, the Tenafly Board of Education is required to notify the public when the minutes of this closed session will be available. When the need for confidentiality no longer exists, the minutes will be available to the public.

XVI. Adjournment

FIRE DRILLS & SECURITY DRILLS 2012 - 2013 SCHOOL YEAR						
MO.	HIGH	MIDDLE	MACKAY	MAUGHAM	SMITH	STILLMAN
Nov. 2012	11/12/12 a.m. 11/15/12 p.m.	11/21/12 a.m. 11/29/12 a.m.	11/20/12 p.m. 11/30/12 a.m.	11/12/12 p.m. 11/29/12 p.m.	11/09/12 p.m. 11/12/12 a.m.	11/12/12 p.m. 11/15/12 p.m.
	Security/ Evacuation Bomb Threat Drill:	Security/ Evacuation Drill:	Security/ Lockdown Drill:	Security/ Lockdown Active Shooter Drill:	Security/ Lockdown Active Shooter Drill:	Security/ Lockdown Active Shooter Drill:
	11/26/12 p.m.	11/12/12 a.m.	11/26/12 p.m.	11/21/12 a.m.	11/26/12 a.m.	11/30/12 p.m.

The following resolutions are recommended by the Superintendent of Schools:

PERSONNEL

- RESOLUTION P-1 SUBSTITUTES
 RESOLUTION P-2 HIRES
 RESOLUTION P-3 APPROVAL OF EXTENSION OF LEAVE OF ABSENCE FOR SCHOOL COUNSELOR
 RESOLUTION P-4 EXTENSION OF LEAVE REPLACEMENT ASSIGNMENT
 RESOLUTION P-5 APPROVAL OF EXTENSION OF LEAVE OF ABSENCE FOR WORLD LANGUAGES SUPERVISOR
 RESOLUTION P-6 EXTENSION OF TEMPORARY CONSULTANT
 RESOLUTION P-7 APPROVAL OF .2 LEAVE REPLACEMENT POSITION FOR MELISSA DIAZ AND APPROVAL OF SIXTH PERIOD ASSIGNMENTS FOR FOUR HIGH SCHOOL SOCIAL STUDIES TEACHERS
 RESOLUTION P-8 APPROVAL OF SIXTH PERIOD ASSIGNMENT FOR MIDDLE SCHOOL FAMILY LIFE
 RESOLUTION P-9 APPROVAL OF UNPAID VOLUNTEER ATHLETIC AIDE FOR 2012-2013
 RESOLUTION P-10 LEAVE OF ABSENCE FOR MACKAY SCHOOL FIRST GRADE TEACHER
 RESOLUTION P-11 EXTENSION OF LEAVE OF ABSENCE FOR MACKAY SCHOOL FIRST GRADE TEACHER
 RESOLUTION P-12 EXTENSION OF LEAVE REPLACEMENT ASSIGNMENT FOR MACKAY SCHOOL TEACHER
 RESOLUTION P-13 APPROVAL OF REVISED JOB DESCRIPTION FOR ASSISTANT SUPERINTENDENT
 RESOLUTION P-14 APPROVAL OF REVISED JOB DESCRIPTION FOR PRINCIPAL
 RESOLUTION P-15 APPROVAL OF JOB DESCRIPTION FOR MIDDLE SCHOOL VICE PRINCIPAL
 RESOLUTION P -16 LEAVE OF ABSENCE FOR HIGH SCHOOL TEACHER OF CHINESE
 RESOLUTION P-17 LEAVE OF ABSENCE FOR STILLMAN SCHOOL SPEECH LANGUAGE SPECIALIST

BOARD

- RESOLUTION B-1 APPROVAL TO AMEND FEDERAL BUDGET CONTROL ACT OF 2011 (SEQUESTRATION)

ADMINISTRATION

- RESOLUTION A-1 APPROVAL OF REVISED 2012-2013 SCHOOL CALENDAR
 RESOLUTION A-2 APPROVAL OF ADMINISTRATOR EVALUATION RUBRIC
 RESOLUTION A-3 GIFT

SPECIAL EDUCATION

- RESOLUTION S-1 RESCIND A PLACEMENT
 RESOLUTION S-2 APPROVAL OF TEN- MONTH SCHOOL YEAR PLACEMENT FALL 2012

FINANCE

- RESOLUTION F-1 SECRETARY'S REPORT FOR OCTOBER 2012
 RESOLUTION F-2 TREASURER'S REPORT FOR OCTOBER 2012
 RESOLUTION F-3 APPROVAL OF BILLS FOR NOVEMBER 2012

RESOLUTION F-4	TRANSFERS FOR NOVEMBER 2012
RESOLUTION F-5	PAYROLL FOR NOVEMBER
RESOLUTION F-6	ACCEPTANCE OF THE 2011-2012 AUDIT
RESOLUTION F-7	APPROVAL OF THE CORRECTIVE ACTION PLAN
RESOLUTION F-8	APPROVAL OF HIGH SCHOOL EMERGENCY GENERATOR CHANGE ORDER GC-03
RESOLUTION F-9	APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT

RESOLUTIONS

PERSONNEL

RESOLUTION P-1 SUBSTITUTES

BE IT RESOLVED that the substitutes with a County License or New Jersey teacher certification listed below be approved by the Board of Education for the 2012/13 school year in accordance with Senate Bill #851 regarding criminal history background check:

<u>NAME</u>	<u>DEGREE</u>	<u>CERTIFICATION</u>	<u>MAJOR/MINOR</u>
Jacqueline Cutro	B.A.	County License	Criminal Justice
Eric Gilchrist	B.A.	Elem. Ed/Preschool	Elem Ed/Early Childhood Ed
Eunji Seong	B.A.	Elementary	Elem Ed/Spec Ed

RESOLUTION P-2 HIRES

BE IT RESOLVED that the following persons be employed to fill the position listed for the length of time and compensation indicated and subject to all federal, state, county and local regulations governing said employment and in accordance with Senate Bill #851 regarding a criminal history background check:

<u>NAME AND POSITION</u>	<u>EMPLOYMENT DATES</u>	<u>CLASSIFICATION AND SALARY</u>
James Hahn Leave replacement-Teacher of Technology-High School	1/14/13-2/22/13	Per diem based on M.A.+32 Step 3*
Laura Van Zile Leave replacement-Grade 1-Maugham	1/2/13-6/30/13	B.A.+24, Step 3 \$50,555* annual prorated
Justin Dzadik Custodian, Level A	12/12/12-6/30/13	Level A, Step 1 \$36,744* annual prorated
**Alexis Chrysanthem 19 hr Special Ed Aide-Maugham	12/12/12-6/30/13	\$19.04 an hour* 19 hrs. a week, \$13,240 annual prorated
**Patricia MacLarnon 19 hr. Special Ed Aide-Middle School	1/14/13-6/30/13	\$19.04 an hour* 19 hrs. a week, \$13,240 annual prorated

**Alice Nieves 19 hr. Special Ed Aide-Middle School	1/14/13-6/30/13	\$19.04 an hour,* 19 hrs. a week, \$13,240 annual prorated
**Margaret Troy 19 hr. a week Aide-Middle School	1/14/13-6/30/13	\$19.04 an hour, \$13,240 * annual prorated
**Maria Frey 19 hr. a week Aide-High School	1/14/13-6/30/13	\$19.04 an hour, \$13,240 * annual prorated

*may be adjusted at conclusion of TEA negotiations

** contingent upon successful completion of criminal history background check.

RESOLUTION P-3 APPROVAL OF EXTENSION OF LEAVE OF ABSENCE FOR SCHOOL COUNSELOR

BE IT RESOLVED that the Board approves an extension of a child-rearing leave through the remainder of the 2012-13 school year for Susan Patterson, High School Counselor.

RESOLUTION P-4 EXTENSION OF LEAVE REPLACEMENT ASSIGNMENT

BE IT RESOLVED that the Board approves an extension of a leave replacement assignment for the following contingent upon approval of above resolution:

<u>NAME AND POSITION</u>	<u>EMPLOYMENT DATES</u>	<u>CLASSIFICATION AND SALARY</u>
Melissa Maki Leave Replacement-Counselor HS	1/28/13-6/30/13	M.A., Step 3 \$51,855 annual prorated

RESOLUTION P-5 APPROVAL OF EXTENSION OF LEAVE OF ABSENCE FOR WORLD LANGUAGES SUPERVISOR

BE IT RESOLVED that the Board approves extending through June 2013 a child-rearing leave for World Languages Supervisor K-12 Elizabeth Giblin which was initially ending mid-January, 2013.

RESOLUTION P-6 EXTENSION OF TEMPORARY CONSULTANT

BE IT RESOLVED that the Board approves the extension through June 2013 of the temporary position of Consultant in the World Languages Department K-12 on an as-needed basis for approximately two or three days a week at a per diem of \$500 for Rich Lehmann while World Languages Supervisor Liz Giblin is on child-rearing leave, contingent upon approval of above resolution.

WALKED IN – REVISION OF RESOLUTION P-7

RESOLUTION P-7 APPROVAL OF .2 LEAVE REPLACEMENT POSITION FOR MELISSA DIAZ AND APPROVAL OF SIXTH PERIOD ASSIGNMENTS FOR FOUR HIGH SCHOOL SOCIAL STUDIES TEACHERS

BE IT RESOLVED that the Board approves the following assignment for Melissa Diaz, who is currently a .8 High School Social Studies teacher, for the period February 11, 2013 through the end of the school year:

<u>NAME</u>	<u>ASSIGNMENT</u>
Melissa Diaz High School Social Studies Teacher	<u>FOR 2/11-6/30/13</u> .8 Tenure Track position .2 Leave replacement – not on tenure track

and

BE IT FURTHER RESOLVED that the Board approves a Sixth Period Assignment for the following High School Social Studies teachers during the 2012/13 school year while Cristina Cutrone is on maternity and child-rearing leave:

<u>NAME AND POSITION</u>	<u>SIXTH PERIOD ASSIGNMENT</u>
Leigh Barker	Stipend based on one-sixth of salary for Sixth Period Assignment prorated for actual days worked
Diane Kratz	Stipend based on one-sixth of salary for Sixth Period Assignment prorated for actual days worked
Kenneth Barrett	Stipend based on one-sixth of salary for Sixth Period Assignment prorated for actual days worked
Agapi Schmarge	Stipend based on one-sixth of salary for Sixth Period Assignment prorated for actual days worked

RESOLUTION P-8 APPROVAL OF SIXTH PERIOD ASSIGNMENT FOR MIDDLE SCHOOL FAMILY LIFE

BE IT RESOLVED that the Board approves the following Sixth Period Assignment for Middle School Family Life during the 2012/13 school year:

<u>NAME AND POSITION</u>	<u>SIXTH PERIOD ASSIGNMENT</u>
Daryl George Family Life Teacher-Middle School	Stipend based on one-sixth of salary for Sixth Period Assignment prorated for actual days worked

RESOLUTION P-9 APPROVAL OF UNPAID VOLUNTEER ATHLETIC AIDE FOR 2012-2013

BE IT RESOLVED that the Board approves the following as an unpaid volunteer athletic aide for the 2012-13 school year:

<u>NAME</u>	<u>SPORT</u>
Margaret Walsh	Winter and Spring Track

RESOLUTION P-10 LEAVE OF ABSENCE FOR MACKAY SCHOOL FIRST GRADE TEACHER

BE IT RESOLVED that the Board, in accordance with Article VI, B and C, grants Jennifer Jordan, Mackay School First Grade teacher, a maternity/disability leave of absence, using accumulated sick days effective on or about April 8, 2013 not to exceed 30 calendar days after the birth of her baby expected April 23, 2013 to be followed by an unpaid child-rearing leave of absence if applicable under the Family Medical Leave Act for no more than 12 weeks.

RESOLUTION P-11 EXTENSION OF LEAVE OF ABSENCE FOR MACKAY SCHOOL FIRST GRADE TEACHER

BE IT RESOLVED that the Board approves an extension of an unpaid child-rearing leave to Erin Burns, Mackay School First Grade from December 2012 through April 12, 2013.

RESOLUTION P-12 EXTENSION OF LEAVE REPLACEMENT ASSIGNMENT FOR MACKAY SCHOOL TEACHER

BE IT RESOLVED that the Board approves an extension of a leave replacement assignment for Jennifer Bertolini through June 2013, pending approval of above resolution.

RESOLUTION P-13 APPROVAL OF REVISED JOB DESCRIPTION FOR ASSISTANT SUPERINTENDENT

BE IT RESOLVED that the Board approves the following revised job description:

TITLE: Assistant Superintendent

CERTIFICATION: New Jersey School Administrator certification

REPORTS TO: Superintendent of Schools

AREAS OF RESPONSIBILITY

- Ensures that all curriculum in the district K-12 is aligned with the state standards;
- Oversees the consistency and rigor of the K-12 curriculum;
- Assists in the development and implementation of an instructional and evaluation model that ensures student learning and support for teachers; evaluates assigned personnel;

- Works with Principals and Supervisors to update curriculum to match the state standards in all content areas and serves on Board Curriculum Committee;
- Monitors and oversees the District Curriculum Cycles;
- Monitors and updates the District Long-Range Plan and works with Superintendent and Business Administrator to ensure that the Long-range Plan is realistic and within budget;
- Works with Principals and Supervisors to plan new programs;
- Assists in the development of a fiscally responsible and educationally sound budget and attends community meetings to communicate budget priorities;
- Incorporates the Long-Range Plan and demographic reports and ideas into the budget.
- Oversees Professional Development for the district, assesses needs and provides support, and ensures that District complies with any new state laws regarding Professional Development;
- Oversees the District Assessment Program, develops district analysis of results, implements a plan based on results and presents data to Board of Education;
- Responsible for the implementation and coordination of the Board's policy on Harassment, Intimidation and Bullying;
- Serves as administrative liaison for Anti-Bullying Program;
- Serves as Affirmative Action Officer;
- Coordinates, develops and implements the Orientation Program for teachers new to the district;
- Responsible for the development and implementation of a Mentoring Program as required by the state for new teachers;
- Oversees the K-12 Supervisory Model;
- Oversees the School Age Child Care Program and works with coordinator to ensure a safe environment for all students enrolled;
- Assists in the development of Professional Learning Communities at all levels;
- Develops and prepares state reports, such as NJQSAC; Equity Plan; NCLB Grant; Violence, Vandalism and Substance Abuse, and Harassment, Intimidation and Bullying
- Responsible for Board reports on various topics
- Serves on various district committees

Other related duties as may be requested by the Superintendent of Schools

TERM OF EMPLOYMENT: 12 month position
EVALUATION: Assistant Superintendent will be evaluated by the Superintendent of Schools in accordance with New Jersey laws and regulations and Tenafly Board of Education policy.

RESOLUTION P-14 APPROVAL OF REVISED JOB DESCRIPTION FOR PRINCIPAL

BE IT RESOLVED that the Board approves the following revised job description:

PRINCIPAL

TITLE: Principal

REQUIREMENTS:	New Jersey Principal's Certificate; Master's Degree
PRIMARY FUNCTION:	Provide leadership, supervision and coordination of the Educational program within the school.
REPORTS TO:	Superintendent

MAJOR DUTIES AND RESPONSIBILITIES:

1. Supervises the planning, development, implementation and evaluation of all school programs and activities.
2. Conducts, supervises and/or participates in the evaluation of all certificated and non-certificated staff members attached to the school.
3. Interviews candidates for professional positions; recommends appointments to the Superintendent; provides orientation programs.
4. Conducts, supervises or participates in staff development and curriculum improvement efforts.
5. Organizes and supervises systems for monitoring student progress; directs modifications to programs, methods and materials indicated by monitoring efforts.
6. Provides effective leadership in efforts to accomplish system wide goals and objectives.
7. Establishes and maintains an effective learning climate in the school; maintains high standards of student conduct; carries out necessary disciplinary actions in accordance with state regulations, district policy and due process.
8. Responsible for the successful implementation of district and building level goals.
9. Responsible for reports and records required or appropriate to the administration of the school and to keep the Superintendent apprised of problems, incidents and activities.
10. Ensures that student record keeping procedures comply with state and federal law and district policy. Establishes procedures for safe storage and integrity of all school records.
11. Participates in child study team meetings.
12. Provides for effective communication with, and active involvement of, Parents and the school community; supervises efforts to keep parents informed of their child's progress and works with them to resolve problems.

13. Prepares and administers the school budget; supervises school finances and the maintenance of school funds.
14. Establishes procedures for the security and accountability of all school facilities, property and equipment.
15. Assumes responsibility for health, safety and welfare of students and staff, including the planning for such emergencies as fire, storms, accidents and the training of students and staff in the procedures to be followed.
16. Attends school-sponsored activities, functions, athletic events and special events held to recognize student achievement.
17. Serves as a member of various committees at the direction of the Superintendent or designee.
18. Assumes responsibility for the implementation and observance of all Board policies and regulations by the staff and students.
19. Delegates authority to responsible personnel to assume responsibility for the school in the absence of the principal.
20. Keeps abreast of changes and developments in the profession by attending professional meetings, reading professional journals and other publications; carries out individual professional improvement plan required by N.J.A.C.
21. Other duties as required and assigned by the Superintendent or designee.

EMPLOYMENT TERMS:

Twelve-month position in accordance with the Agreement between the Tenafly Board of Education and the Tenafly Administrators and Supervisors Association

EVALUATION:

Will be evaluated by the Superintendent in accordance with New Jersey law and Tenafly Board of Education policy.

RESOLUTION P-15 APPROVAL OF JOB DESCRIPTION FOR MIDDLE SCHOOL VICE PRINCIPAL

BE IT RESOLVED that the Board approves the following job description for Middle School Vice Principal:

- TITLE:** Middle School Vice Principal
- REQUIREMENTS:** New Jersey Principal Certification;
Administrative Experience Preferred
Middle School Teaching Experience preferred
- REPORTS TO:** Middle School Principal

PRIMARY FUNCTION:

The Vice Principal functions under the direction of the Principal as part of the leadership team of the building. The Vice Principal works closely with staff to ensure effective articulation and implementation of curriculum, student services, and the total school program. The Principal is responsible for annually advising the Vice Principal of the special areas for administration and supervision as determined by building needs.

MAJOR DUTIES AND RESPONSIBILITIES TO BE SHARED BY THE VICE PRINCIPALS:

- Organize and implement program initiatives to meet federal and state requirements.
- Know and implement the policies and regulations of the district and building
- Prepare state and district reports as assigned by the Principal
- Know and implement new learning opportunities
- Participate on committees (Intervention and Referral Services, CORE Team) and follow-up on activities as requested by the Principal.
- Assist the Principal in the selection and orientation of instructional and support staff.
- Supervise and evaluate instructional and support staff as assigned by the Principal.
- Articulate and consult with the Child Study Team, Assistant to the Superintendent for Special Services, Director of Counseling Services, Special Services staff, guidance counselors, and Middle School Grade Level Supervisor
- Coordinate and/or assist the Principal in the administration of the building security program.
- Coordinate and/or assist in the development and administration of the building budget.
- Coordinate and/or assist in the development of the Program of Studies.
- Coordinate and/or assist the Principal in teacher assignments, grouping, time patterns and other related matters.
- Coordinate and/ or assist in the preparation of the student and faculty handbooks.
- Coordinate and/or assist in the development and administration of the school calendar.
- Share responsibility with Principal attending Home School Association meetings, programs and other school-related events
- Supervise and/or assist in the administration of the general organization accounts.
- Assist in the handling of requisitions and purchases.
- Share responsibility with the Principal in developing and implementing programs, including Back-to-School Night, parent-teacher conferences, Parent Advisory Council, and H.S.A. Programs.
- Assist in curriculum development at the building and district levels.
- Respond to parental inquiries about curriculum and instruction as referred by department chairs.
- Coordinate preparation, development and supervision of final testing schedule. Coordinate and/or assist in scheduling staff supervisory assignments.

- Coordinate and/or assist in the administration and supervision of student discipline and attendance.
- Respond to parental inquiries about discipline and attendance.
- Coordinate and/or assist in the program for substitute teachers.
- Share in supervision of extra-curricular events and activities.
- Coordinate and/or assist with cafeteria, library, and study hall supervision.
- Assist in administration of use of building and grounds for athletic and non-athletic events.
- Attend Board of Education meetings when assigned.
- Join professional associations and participate in meetings, workshops, and conferences to keep apprised of activities and trends in secondary education.
- Assume related duties as assigned by Principal.

TERMS OF EMPLOYMENT:

Twelve-month position in accordance with the Agreement between the Board of Education and the Tenafly Administrators and Supervisors Association.

EVALUATION:

To be evaluated in accordance with New Jersey laws and regulations and Tenafly Board of Education policy.

RESOLUTION P -16 LEAVE OF ABSENCE FOR HIGH SCHOOL TEACHER OF CHINESE

BE IT RESOLVED that the Board, in accordance with Article VI, B and C, grants Shauna Wennerod, High School Teacher of Chinese, a maternity/disability leave of absence, using accumulated sick days effective on or about March 18, 2013, not to exceed 30 calendar days after the birth of her baby expected March 20, 2013, to be followed by an unpaid leave of absence through June 2013.

RESOLUTION P-17 LEAVE OF ABSENCE FOR STILLMAN SCHOOL SPEECH LANGUAGE SPECIALIST

BE IT RESOLVED that the Board, in accordance with Article VI, B and C, grants Brooke Mizrahi, Stillman School Speech Language Specialist a maternity/disability leave of absence, using accumulated sick days effective on or about March 6, 2013, not to exceed 30 calendar days after the birth of her baby expected March 15, 2013, to be followed by an unpaid child-rearing leave of absence under the Family Medical Leave Act for no more than 12 week to be followed by an unpaid leave through June 2013.

BOARD**RESOLUTION B-1 APPROVAL TO AMEND FEDERAL BUDGET CONTROL ACT OF 2011 (SEQUESTRATION)**

WHEREAS, a world class public education is essential for the future success of our nation and today's schoolchildren; and

WHEREAS, the Budget Control Act of 2011 includes a provision to impose \$1.2 trillion in across-the-board budget cuts in almost all federal programs, including education, that would become effective January 2, 2013; and

WHEREAS, these across-the-board budget cuts, also known as “sequestration,” would have a negative impact on education through a reduction in funds of 7.8 percent or more and could result in larger class sizes, fewer course offerings, possible four-day school weeks, loss of extracurricular activities, and teacher and staff lay-offs; and

WHEREAS, sequestration would affect almost every public school system in the nation and the millions of students educated through programs such as Title I grants for disadvantaged students, the Individuals With Disabilities Education Act (IDEA), English Language Acquisition, Career and Technical Education, and 21st Century Community Learning Centers; and

WHEREAS, public schools nationwide would be negatively affected by an estimated \$2.7 billion loss in just three programs alone – Title I grants, IDEA special education state grants and Head Start – that serve a combined total of 30.7 million children; and

WHEREAS, federal funding for K-12 programs was already reduced by more than \$835 million in Fiscal Year 2011; and

WHEREAS, New Jersey already ranks last among the states in the percentage of school expenditures (3.1%) supported by the federal government; and

WHEREAS, in Fiscal Year 2013, New Jersey will lose more than \$73 million in funding for elementary and secondary education programs, administered through the U.S. Department of Education, as well as over \$11.7 million in Head Start funding; and

WHEREAS, with a state-imposed tax levy cap and limited growth in state aid, New Jersey local school districts have limited capacity to absorb cuts in funding resulting from sequestration.

NOW THEREFORE, BE IT RESOLVED, that the Tenafly Board of Education, in the County of Bergen, State of New Jersey urges Congress and the Administration to amend the Budget Control Act to mitigate the drastic cuts to education that would affect our students and communities, and to protect education as an investment critical to economic stability and American competitiveness.

AND BE IT FURTHER RESOLVED, that a copy of this resolution be sent to United States Senator Robert Menendez, United States Senator Frank Lautenberg, U.S. Representative Scott Garrett, State Senator Loretta Weinberg, Assembly Representative Gordon M. Johnson, Assembly Representative Valerie Vainieri Huttle, the New Jersey School Boards Association, and the National School Boards Association.

ADMINISTRATION

RESOLUTION A-1 APPROVAL OF REVISED 2012-2013 SCHOOL CALENDAR

BE IT RESOLVED that the Board of Education approves the attached revised school calendar for the 2012-2013 school year.

RESOLUTION A-2 APPROVAL OF ADMINISTRATOR EVALUATION RUBRIC

BE IT RESOLVED that the Board approves an Administrator Evaluation Rubric (Multidimensional Principal Performance Rubric – MPPR) in accordance with the new tenure law entitled Teacher Effectiveness and Accountability for the Children of New Jersey that was approved August 6, 2012. The rubric is available in the Superintendent's office. The Board also approves Teachscape as the software to deliver the model.

RESOLUTION A-3 GIFT

BE IT RESOLVED that the Board accepts with thanks and appreciation for the following:

DONOR	SCHOOL/LOCATION	ITEM/AMOUNT
WPIX-TV (Joe Tolerico)	District	Approx. \$15-20,000 of professional broadcast digital video equipment.

SPECIAL EDUCATION**RESOLUTION S-1 RESCIND A PLACEMENT**

BE IT RESOLVED that the Board of Education rescinds the placement for the following pupil.

STUDENT	SCHOOL	TYPE	TUITION
#641	Valley Program	Public	Effective November 30, 2012 in the amount of \$44,383.50

RESOLUTION S-2 APPROVAL OF TEN- MONTH SCHOOL YEAR PLACEMENT FALL 2012

BE IT RESOLVED that the Board of Education approves the placement for the following pupil.

STUDENT	SCHOOL	TYPE	TUITION
#795	Grove School	Private	\$48,315.69 Pro-rated: Start date -11/26/12

FINANCE**RESOLUTION F-1 SECRETARY'S REPORT FOR OCTOBER 2012**

BE IT RESOLVED that the Secretary's report for the month of October 2012, be accepted as submitted (or amended if changes are made during the meeting) and filed in the official minutes of this meeting.

Pursuant to N.J.A.C. 6A:23-2.11, we certify that as the board secretary's monthly financial report (appropriations section) did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected in this report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

RESOLUTION F-2 TREASURER'S REPORT FOR OCTOBER 2012

BE IT RESOLVED that the Treasurer's report for the month of October 2012, be accepted as submitted and filed in the official minutes of this meeting.

RESOLUTION F-3 APPROVAL OF BILLS FOR NOVEMBER 2012

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$5,478,314.85 for November 30, 2012, as shown on the list of bills submitted to the Board of Education and which shall be made a part of the resolution be and hereby are approved for payment and are to be charged to the following fund accounts:

	Fund Totals	
(10)	General Fund	\$186,314.76
(11)	General Current Expense	\$4,982,319.78
(12)	Capital Outlay	\$56,378.00
(20)	Special Revenue Funds	\$133,666.85
(50)	Enterprise Fund	\$26,655.54
(60)	Trust and Agency Funds	\$92,979.92
	TOTAL	\$5,478,314.85

RESOLUTION F-4 TRANSFERS FOR NOVEMBER 2012

BE IT RESOLVED that the Board of Education approves transfers for the 2012-2013 school budget in a report dated November 30, 2012, as submitted and filed in the Business Administrator/Board Secretary's office.

BE IT FURTHER RESOLVED that this transfer list be attached to the official minutes of the Board.

RESOLUTION F- 5 PAYROLL FOR NOVEMBER

BE IT RESOLVED that the regular payroll be and hereby is approved for payment as follows:

PAYROLL	
Date	Amount
11/15/12	\$1,700,408.88

11/30/12

\$1,791,460.20

RESOLUTION F-6 ACCEPTANCE OF THE 2011-2012 AUDIT

BE IT RESOLVED that the Tenafly Board of Education accepts the 2011-2012 Annual Audit as prepared by the District's audit firm of Lerch, Vinci, Higgins, LLP.

RESOLUTION F-7 APPROVAL OF THE CORRECTIVE ACTION PLAN

BE IT RESOLVED that the Tenafly Board of Education accepts and approves the attached Corrective Action Plan for the 2011-2012 Annual Audit and authorizes the Business Administrator/Board Secretary to submit the plan to the Executive County Superintendent of Schools.

RESOLUTION F-8 APPROVAL OF HIGH SCHOOL EMERGENCY GENERATOR CHANGE ORDER GC-03

BE IT RESOLVED that the Tenafly Board of Education approves the Electrical Design & Construction Corp. change order number GC-03 in the amount of \$9,457.00 credit, to be deducted from the contract sum of \$163,700.00 for changes to the original specifications, as per the attached. The total project cost remaining is \$154,243.00.

RESOLUTION F-9 APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT

WHEREAS, in order to be in compliance with the State of New Jersey's adoption of P.L. 2007, c.53, An Act Concerning School District Accountability, also known as Assembly Bill 5 (A5), and the NJDOE enactment of N.J.A.C.6A:23B-1; and

WHEREAS, those on the attached list are attending the administratively approved conferences, conventions, staff training sessions, seminars, or workshops; and

WHEREAS, the total expected cost of such conferences, conventions, staff training sessions, seminars, or workshops has been provided; and

WHEREAS, the attendance at the stated function was previously approved by the Superintendent of Schools through the appropriate administrator(s) as work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, the attendance at the function(s) was approved as promoting delivery of instruction or furthering efficient operation of the school district, and fiscally prudent; and

WHEREAS, the travel and related expenses particular to attendance at the function(s) may exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter;

BE IT RESOLVED, that the Tenafly Board of Education approves attendance at the administratively approved function(s) as necessary, and

BE IT FURTHER RESOLVED, that those expenses that appear on the attached form titled "TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENTS" for lodging, meals and gratuities are within the limits of the State travel reimbursement guidelines and are justified and reimbursable upon submission of the required receipts up to the current established limits as specified in the General Services Administration website, with any additional costs for lodging, meals and gratuities expenses above those established limits to be personally borne by the attendee(s).