TENAFLY BOARD OF EDUCATION

Thursday, March 21, 2013

BOARD OF EDUCATION MEETING

OPEN SESSION

CLOSED SESSION

OPEN SESSION – Regular Public Meeting

AGENDA:

Reports/Presentations

Public Comments

Action Items:

- **Personnel**
- **Administration**
- **Special Education**
- **Finance**

Public Comments (2nd Opportunity)

Adjournment

NO FORMAL ACTION IS TAKEN DURING THE CLOSED SESSION

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

March 21, 2013

Hegelein Building, 500 Tenafly Road, Tenafly, NJ 07670

Board of Education

Mr. Richard H. Press, President
Mr. Edward J. Salaski, Vice President

Mr. Mark Aronson
Mr. Sam A. Bruno
Ms. Shana Greenblatt-Janoff
Mr. Donald H. Kaplan
Ms. Phyllis Perskie-Kesslen
Ms. Lynne Stewart
Mr. Jonathan M. Teall

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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

High School Students
[2012-2013]
Allison Starer, Senior
Joanna Weingast, Junior

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

1.	OPEN SESSION –**7:00 p.m.**	
2.	CLOSED SESSION – Board will go immediately into Closed Session	
3.	OPEN SESSION –**8:00 p.m.** -Regular Public Meeting	
	A. Call to Order	Mr. Press
	B. Adequate Notice Statement	Mr. Press
	C. Roll Call	Dr. Amatuzzi
	D. Pledge of Allegiance	Mr. Press
4.	Reports, Presentations, Discussions	
5.	Approval of Minutes • Regular Public Minutes of March 5, 2013	
6.	Board President's Report	Mr. Press
7.	Superintendent's Report	Ms. Trager
8.	Student Representatives' Report	Ms. Starer Ms. Weingast
9.	Board Secretary's Report	Dr. Amatuzzi
10.	Board Committee Reports • Curriculum Report	S. Janoff
11.	Reports, Presentations, Discussions • Budget Hearing and Adoption of Final Budget for 2013-2014	L. Trager/ J. Amatuzzi
12.	<u>Public Comments – Agenda</u> Citizens may address the Board of Education on any item listed on the agenda. Citizens will give their name and address 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.	
13.	Action Items – Resolutions	
14.	<u>Public Comments – Second Opportunity</u> Citizens may address the Board of Education on any item not 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 *Opportunities for public comment are not scheduled for the Committee-of-Whole Work Session*	

15.	Adjournment to Closed Session The Session may include discussions of negotiations, contractual, matters, litigation and personnel. 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.	
16.	Adjournment	

The following resolutions are recommended by the Superintendent of Schools:

PERSONNEL

RESOLUTION P-1	RESIGNATIONS
RESOLUTION P-2	HIRE
RESOLUTION P-3	APPROVAL OF SIDEBAR TO TEACHERS' CONTRACT
RESOLUTION P-4	UNPAID LEAVE OF ABSENCE FOR MIDDLE SCHOOL LANGUAGE ARTS TEACHER
RESOLUTION P-5	APPROVAL OF EXTENSION OF CHILD-REARING LEAVE FOR MAUGHAM SCHOOL TEACHER
RESOLUTION P-6	APPROVAL OF HIGH SCHOOL SUMMER COLLEGE ESSAY WRITING PROGRAM
RESOLUTION P-7	LEAVE OF ABSENCE FOR HIGH SCHOOL SCIENCE TEACHER
RESOLUTION P-8	APPROVAL OF SIXTH PERIOD ASSIGNMENTS
RESOLUTION P-9	CREATION OF TEMPORARY PART-TIME SPECIAL EDUCATION AIDE POSITION AT MIDDLE SCHOOL

ADMINISTRATION

RESOLUTION A-1	APPROVAL OF NEW CONTRACT WITH TENAFLY EDUCATION ASSOCIATION (TEA)
RESOLUTION A-2	FIRST READING OF POLICY #1110 "Organizational Chart"
RESOLUTION A-3	TENAFLY EDUCATIONAL FOUNDATION

SPECIAL EDUCATION

RESOLUTION S-1	RESCIND A PLACEMENT
RESOLUTION S-2	APPROVAL OF TWELVE MONTH PLACEMENT
RESOLUTION S-3	APPROVAL OF EXTENDED SCHOOL YEAR SUMMER 2011 TUITION ADJUSTMENT

FINANCE

RESOLUTION F-1	RESOLUTION F-1 APPROVAL TO ADOPT FINAL BUDGET FOR THE FY 2013-2014 SCHOOL YEAR
RESOLUTION F-2	SECRETARY'S REPORT FOR FEBRUARY 2013
RESOLUTION F-3	TREASURER'S REPORT FOR FEBRUARY 2013
RESOLUTION F-4	APPROVE DICARA/RUBINO ARCHITECTS FOR UPDATING THE LONG RANGE FACILITY PLAN 2013-2018
RESOLUTION F-5	APPROVAL OF ENRICHMENT SUMMER SCHOOL PROGRAM DATES FOR 2013
RESOLUTION F-6	TUITION RATES FOR REVIEW AND ENRICHMENT SUMMER SCHOOL PROGRAMS FOR 2013
RESOLUTION F-7	APPROVAL OF 2013 SUMMER SCHOOL SALARY GUIDE
RESOLUTION F-8	APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT

PERSONNEL

RESOLUTION P-1 RESIGNATIONS
BE IT RESOLVED that the Board accepts with regret the following resignations:

NAME	REASON	
Renee Eliscu K-12 Supervisor of ELL/Fine & Practical Arts	Retirement	June 30, 2013
Diane Kratz Social Studies Teacher-HS	Retirement	June 30, 2013
Mary Menditto Social Worker – M.S.	Retirement	June 30, 2013
Joanne Wisniewski Teacher of Math – M.S.	Retirement	June 30, 2013
Colleen Connolly .6 Special Ed teacher-Stillman School	Personal	June 30, 2013

RESOLUTION P-2 HIRE
BE IT RESOLVED that the following person 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:

NAME AND POSITION	EMPLOYMENT DATES	CLASSIFICATION AND SALARY
Jill McGuire 30 hr-a-week Spec Ed Aide Stillman ABA Class	4/1/13-6/30/13	$19.04 an hour, $20,906 annual salary +$1,000 stipend prorated for April hire date

RESOLUTION P-3 APPROVAL OF SIDEBAR TO TEACHERS' CONTRACT
BE IT RESOLVED that the Tenafly Board of Education hereby adopts and approves the terms, stipulations and conditions as established in the Sidebar Agreement between the Board of Education and the Tenafly Education Association on behalf of Teachers dated March 21, 2013 that is on file in the Business Office.

RESOLUTION P-4 UNPAID LEAVE OF ABSENCE FOR MIDDLE SCHOOL LANGUAGE ARTS TEACHER
BE IT RESOLVED that the Board approves an unpaid child-rearing leave of absence for Middle School Teacher of Language Arts Soo Hyun Janet Chai for the 2013-2014 school year pending approval of above Sidebar.

RESOLUTION P-5 APPROVAL OF EXTENSION OF CHILD-REARING LEAVE FOR MAUGHAM SCHOOL TEACHER
BE IT RESOLVED that the Board approves an extension of child-rearing leave for Maugham Grade 5 teacher Jennifer Cimler through June 2014.

RESOLUTION P-6 APPROVAL OF HIGH SCHOOL SUMMER COLLEGE ESSAY WRITING PROGRAM
BE IT RESOLVED that the Board approves a 2013 High School Summer College Essay Writing course that will be offered on August 26, 27 and 29 for two (2-hour) sessions each night at 5:30 and 7:30 p.m.

RESOLUTION P-7 LEAVE OF ABSENCE FOR HIGH SCHOOL SCIENCE TEACHER
BE IT RESOLVED that the Board grants Jennifer Halliwell, High School science teacher, a leave of absence for approximately five to six weeks using accumulated sick days.

RESOLUTION P-8 APPROVAL OF SIXTH PERIOD ASSIGNMENTS
BE IT RESOLVED that the Board approves the following Sixth Period Assignment for the following High School teachers for the period beginning March 18 for approximately four weeks:

NAME AND POSITION	SIXTH PERIOD ASSIGNMENT
Eliza Vieira –H.S. Science teacher	Stipend based on one-sixth of annual salary for Sixth Period Assignment prorated for actual days worked
Adam Rendell- HS Science teacher	Stipend based on one-sixth of annual salary for Sixth Period Assignment prorated for actual days worked
Carol Pastushok-HS Science teacher	Stipend based on one-sixth of annual salary for Sixth Period Assignment prorated for actual days worked
Paul Nelson-HS Science teacher	Stipend based on one-sixth of annual salary for Sixth Period Assignment prorated for actual days worked

RESOLUTION P-9 CREATION OF TEMPORARY PART-TIME SPECIAL EDUCATION AIDE POSITION AT MIDDLE SCHOOL
BE IT RESOLVED that the Board creates a temporary part-time Special Education Aide position in accordance with the hourly rate negotiated between the Board and the Tenafly Education Association on behalf of Aides at the Middle School for approximately 11 hours during the remainder of the 2012-2013 school year.

ADMINISTRATION

RESOLUTION A-1 APPROVAL OF NEW CONTRACT WITH TENAFLY EDUCATION ASSOCIATION (TEA)
WHEREAS, the Tenafly Board of Education (hereinafter referred to as the "Board") and the Tenafly Education Association on behalf of the teaching staff (hereinafter referred to as the "TEA") have negotiated a successor Agreement for the 2012-2013, 2013-2104 and 2014-2015 school years (hereinafter referred to as the "Teachers' Agreement"); and

WHEREAS, the Board and the TEA on behalf of the secretaries and clerks have negotiated a successor Agreement for the 2012-2013, 2013-2104 and 2014-2015 school years (hereinafter referred to as the "Secretaries' Agreement"); and

WHEREAS, the Board and the TEA on behalf of the custodial and maintenance employees have negotiated a successor Agreement for the 2012-2013, 2013-2104 and 2014-2015 school years (hereinafter referred to as the "Custodial Agreement"); and

WHEREAS, the Board and the TEA on behalf of aides employees have negotiated a successor Agreement for the 2012-2013, 2013-2104 and 2014-2015 school years (hereinafter referred to as the "Aides' Agreement"); and

WHEREAS, the TEA has, by a majority vote of its membership, ratified the Agreements.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the terms of the Teachers' Agreement, Secretaries' Agreement, Custodial Agreement and Aides' Agreement for the 2012-2013, 2013-2014 and 2014-2015 school years, which are attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Interim Business Administrator/Board Secretary to execute, on behalf of the Board, the Agreements by and between the Board and the TEA.

RESOLUTION A-2 FIRST READING OF POLICY 1110 "Organizational Chart"
BE IT RESOLVED that the Board of Education will have the First Reading of Policy 1110 "Organizational Chart"

RESOLUTION A-3 TENAFLY EDUCATIONAL FOUNDATION
BE IT RESOLVED that the Board accepts with thanks and appreciation funding for the following:

School & Teacher Requesting Grant	Proposal	Amount
High School Theater Dept. (Kimberly Burja)	"Tenafly High School Spring Musical/*Smile*" #09/2012-2013	$1,000.00

SPECIAL EDUCATION

RESOLUTION S-1 RESCIND A PLACEMENT
BE IT RESOLVED that the Board of Education Rescind the placement for the following pupil.

STUDENT	SCHOOL	TYPE	TUITION
#795	Grove School	Private	Effective March 8th, 2013 in the amount of $25, 618.65

RESOLUTION S-2 APPROVAL OF TWELVE-MONTH SCHOOL YEAR PLACEMENT
BE IT RESOLVED that the Board of Education approve the placement for the following pupil.

STUDENT	SCHOOL	TYPE	TUITION
#795	New Alliance Academy	Private	$72,765,00 Pro-rated: $23,908.50 Start date -03/11/2013

RESOLUTION S-3 APPROVAL OF EXTENDED SCHOOL YEAR SUMMER 2011 TUITION ADJUSTMENT
BE IT RESOLVED that the Board of Education approve the 2011 Prior Year Tuition Adjustment for the following pupil.

STUDENT	SCHOOL	TYPE	TUITION
#708	JCC	Private	$2,500.00

FINANCE

RESOLUTION F-1 APPROVAL TO ADOPT FINAL BUDGET FOR THE FY 2013-2014 SCHOOL YEAR
Approval of Base Budget
BE IT RESOLVED that the Tenafly Board of Education approves a final FY 2013-2014 school district budget as follows:

	Budget	Local Tax Levy
General Fund	$61,813,966	$56,399,832
Special Revenue Fund	$ 837,399	$ 0
Debt Service Fund	$ 2,907,048	$ 2,553,782
Total Base Budget	**$65,558,413**	**$58,953,614**

RESOLUTION F-2 SECRETARY'S REPORT FOR FEBRUARY 2013
BE IT RESOLVED that the Secretary's report for the month of February 2013, 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-3 TREASURER'S REPORT FOR FEBRUARY 2013
BE IT RESOLVED that the Treasurer's report for the month of February 2013, be accepted as submitted and filed in the official minutes of this meeting.

RESOLUTION F-4 APPROVE DICARA/RUBINO ARCHITECTS FOR UPDATING THE LONG RANGE FACILITY PLAN 2013-2018
WHEREAS, the Tenafly Board of Education is required to update its Long Range Facilities Plan by September 2013; and

WHEREAS, a proposal has been received from DI CARA/ RUBINO ARCHITECTS;

NOW, THEREFORE, BE IT RESOLVED that DI CARA/ RUBINO ARCHITECTS be approved to update the Tenafly Board of Education's Long Range Facility Plan 2013-2018, for a fee of $24,000.

RESOLUTION F-5 APPROVAL OF ENRICHMENT SUMMER SCHOOL PROGRAM DATES FOR 2013
BE IT RESOLVED that the Summer School, housed in Tenafly Middle School offering Grades K-8 Review Programs and Grades PreK-8 Enrichment Programs, be approved for the summer of 2013. The programs will begin on Tuesday, June 25, and end Wednesday, July 24, 2013. There will be no school on July 4th.

BE IT FURTHER RESOLVED that the necessary applications be submitted for state approval of the Middle School Summer programs for 2013.

RESOLUTION F-6 TUITION RATES FOR REVIEW AND ENRICHMENT SUMMER SCHOOL PROGRAMS FOR 2013
BE IT RESOLVED that the following tuition rates be approved for the 2013 Review / Enrichment Summer Programs:

Pre-K-8 Summer School	**Resident**	**Non-Resident**
First Course	$190	$260
For Two Courses	$330	$460
For Three Courses	$440	$600
Review Course cost per class for Tenafly students	$ 60	Same fee schedule as other courses
Registration Fee Per Student	$ 65	$65
SAT Prep	$ 475	$475

The registration fee is required at time of registration and is *non-refundable*. Additional **non-refundable** material fees may be required for some Enrichment Classes.

RESOLUTION F-7 APPROVAL OF 2013 SUMMER SCHOOL SALARY GUIDE
BE IT RESOLVED that the Board approves the following salary guide for teaching staff for the 2013 Summer School:

Step 1	Step 2	Step 3
First Year	2-4 Years	5 Years or More
$2273	$2808	$3008

RESOLUTION F-8 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 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).

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