



**TENAFLY PUBLIC SCHOOLS
TENAFLY BOARD OF EDUCATION**

**Meeting Date:
Tuesday, October 15, 2013**

BOARD OF EDUCATION MEETING

OPEN SESSION – Regular Public Meeting

AGENDA:

Reports/Presentations

Public Comments

Action Items:

- **Personnel**
- **Administration**
- **Curriculum**
- **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

October 15, 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. Donald H. Kaplan
Mr. Sam A. Bruno	Ms. Lynne Stewart
Ms. Shana Greenblatt-Janoff	Mr. Jonathan M. Teall
Ms. Janet Horan	

Ms. Lynn Trager, Superintendent of Schools
Ms. Barbara Laudicina, Assistant Superintendent
Mr. Yas Usami, Business Administrator/Board Secretary
Ms. Teresa Collins, Assistant to the Superintendent for Human Resources
Ms. Suzanne Bassett, Assistant to the Superintendent for Special Services
Mr. Marc Gold, Assistant to the Superintendent for Teacher Evaluation and Effectiveness

Representatives to the Board

High School Students
[2013-2014]
Joanna Weingast, Senior
Emma Bochner, Junior

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

1.	OPEN SESSION – 7:00 p.m. – Regular Public Meeting	
2.	CLOSED SESSION – Board will go immediately into Closed Session	
3.	OPEN SESSION –8:00 p.m. – Regular Public Meeting	
	A. Call to Order	R. Press
	B. Adequate Notice Statement	R. Press
	C. Roll Call	Y. Usami
	D. Pledge of Allegiance	R. Press
4.	<ul style="list-style-type: none"> • Honor 2014 Semi-finalists National Merit Scholarship • Honor 2014 Semi-finalists National Achievement Scholarship • Honor 2014 National Hispanic Award Recipients 	J. Bembridge
5.	Approval of Minutes <ul style="list-style-type: none"> • Regular Public & Closed Minutes of October 1, 2013 	
6.	Board President’s Report	R. Press
7.	Superintendent’s Report	L. Trager
8.	Student Representatives’ Report	J. Weingast E. Bochner
9.	Board Secretary’s Report <ul style="list-style-type: none"> • Fire & Security Drill Report for September 	Y. Usami
10.	Board Committee Reports <ul style="list-style-type: none"> • Curriculum Committee • Facilities Committee 	E. Salaski R. Press
11.	<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.	
12.	Action Items – Remaining Resolutions	
13.	<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 60 minutes for all communications are allowed. Large groups are urged to select someone to represent them. <i>Opportunities for public comment are not scheduled for the Committee-of-Whole Work Session</i>	

14.	<p><u>Adjournment to Closed Session</u> 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.</p>	
15.	Adjournment	

<p style="text-align: center;">FIRE DRILLS & SECURITY DRILLS 2013-2014 SCHOOL YEAR</p>						
MO.	HIGH	MIDDLE	MACKAY	MAUGHAM	SMITH	STILLMAN
Sept 2013	9/10/13 a.m. 9/27/13 p.m.	9/11/13 a.m. 9/26/13 a.m.	9/10/13 p.m. 9/13/13 a.m.	9/11/13 p.m. 9/26/13 p.m.	9/04/13 p.m. 9/12/13 a.m.	9/09/13 p.m. 9/16/13 p.m.
	Security/ Evacuation (Bomb Threat) Drill: 9/16/13 p.m.	Security/ Evacuation Drill: 9/13/13 p.m.	Security/ Lockdown Drill: 9/20/13 a.m.	Security/ Lockdown Drill: 9/13/13 p.m.	Security/ Evacuation Drill: 9/17/13 p.m.	Security/ Lockdown Drill: 9/25/13 a.m.

The following resolutions are recommended by the Superintendent of Schools:

PERSONNEL

RESOLUTION P-1	SUBSTITUTES
RESOLUTION P-2	RESIGNATIONS
RESOLUTION P-3	CREATION OF TWO ADDITIONAL SPECIAL EDUCATION PARAPROFESSIONAL POSITIONS FOR AFTER-SCHOOL CLUBS
RESOLUTION P-4	LEAVE OF ABSENCE FOR MAUGHAM KINDERGARTEN TEACHER
RESOLUTION P-5	LEAVE OF ABSENCE FOR MAUGHAM GRADE 1 TEACHER
RESOLUTION P-6	HIRES
RESOLUTION P-7	APPROVAL OF SALARY ADJUSTMENTS FOR GRADUATE CREDIT RETROACTIVE TO SEPTEMBER 1, 2013
RESOLUTION P-8	ELEMENTARY AFTER-SCHOOL CLUB INSTRUCTORS
RESOLUTION P-9	APPROVAL OF CUSTODIAN TO RECEIVE STIPEND AS SECOND SHIFT CUSTODIAN FOREMAN

ADMINISTRATION

RESOLUTION A-1	FIRST READING OF POLICY 3144.12, POLICY 3144.3, POLICY 3372, POLICY 3373, POLICY 3282, POLICY 3324, POLICY 4124, POLICY 4218, POLICY 4282, POLICY 4324, POLICY 5512, AND REGULATION 5512
RESOLUTION A-2	SECOND READING OF POLICY 5350
RESOLUTION A-3	APPROVAL TO AFFIRM THE SUPERINTENDENT'S DECISION IN HIB INVESTIGATIONS
RESOLUTION A-4	GIFT
RESOLUTION A-5	TENAFLY EDUCATIONAL FOUNDATION

CURRICULUM

RESOLUTION C-1	APPROVAL OF THE SELF-STUDY AS RECORDED ON THE NJQSAC STATEMENT OF ASSURANCES (SOA)
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SPECIAL EDUCATION

RESOLUTION S-1	RESCIND EXTRAORDINARY SERVICES ONE TO ONE PARAPROFESSIONAL TEN MONTHS 2013-2014
RESOLUTION S-2	APPROVAL OF EXTRAORDINARY SERVICES ONE TO ONE PARAPROFESSIONALS TEN MONTHS 2013-2014
RESOLUTION S-3	APPROVAL OF 10 MONTH PROGRAM FALL 2013-2014
RESOLUTION S-4	APPROVAL OF SETTLEMENT AGREEMENT

FINANCE

RESOLUTION F-1	APPROVAL OF BILLS FOR OCTOBER 1 THROUGH OCTOBER 15, 2013
RESOLUTION F-2	APPROVAL TO SUBMIT COMPREHENSIVE MAINTENANCE PLAN (CMP)
RESOLUTION F-3	APPROVAL TO DONATE WRESTLING MAT TO LEONIA BOARD OF EDUCATION
RESOLUTION F-4	APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT

PERSONNEL

RESOLUTION P-1 SUBSTITUTES

BE IT RESOLVED that the substitutes with a County License or a New Jersey teacher certification listed below be approved by the Board of Education for the 2013-14 school year in accordance with Senate Bill #851 regarding criminal history background check:

NAME	DEGREE	CERTIFICATION	MAJOR/MINOR
Irena Bejo	Ph.D.	Italian & French	World Lang/Psychology
Daria Ushak	B.S.	Science	Physics/Russian
Amy Pfund	B.A.	County License	English

RESOLUTION P-2 RESIGNATIONS

BE IT RESOLVED that the Board accepts with regret the following resignations:

NAME	REASON	EFFECTIVE DATE
Donna Schwartz 19 hour a week Paraprofessional- Maugham	Personal	October 11, 2013
Alexandra Hunt 19 hour a week Paraprofessional- Maugham	Personal	October 11, 2013
Nicholas Hanson S.A.C.C. Afternoon Assistant	Personal	October 4, 2013

RESOLUTION P-3 CREATION OF TWO ADDITIONAL SPECIAL EDUCATION PARAPROFESSIONAL POSITIONS FOR AFTER-SCHOOL CLUBS

BE IT RESOLVED that the Board creates two additional After-School Paraprofessional positions at an hourly rate of \$19.80 to assist Stillman School Special Education students while attending After-School Clubs during the 2013-14 school year.

RESOLUTION P-4 LEAVE OF ABSENCE FOR MAUGHAM KINDERGARTEN TEACHER

BE IT RESOLVED that the Board approves a paid leave of absence for Maugham Kindergarten teacher Leigh Ann Cusack using accumulated sick days for the period effective October 14, 2013 through January 3, 2014.

RESOLUTION P-5 LEAVE OF ABSENCE FOR MAUGHAM GRADE 1 TEACHER

BE IT RESOLVED that the Board, in accordance with Article VI, B and C, grants Allison Bross, Maugham First Grade teacher, a maternity/disability leave of absence, using accumulated sick days effective on or about February 24, 2014, not to exceed 30 calendar days after the birth of her baby expected March 24, 2014, to be followed by an unpaid child-rearing leave of absence under the Family Medical Leave Act for no more than 12 weeks.

RESOLUTION P-6 HIRES

BE IT RESOLVED that the following persons be employed to fill the positions 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
Alexandra Hunt Leave replacement Kindergarten teacher Maugham School	10/14/2013-1/3/14	Per diem Based on B.A. Step 1, \$50,395 annual
Maureen Cino 19 hr. a week Paraprofessional Maugham School	10/16/2013-6/30/14	\$19.80 an hour, 19 hours a week, annual salary \$13,769 prorated
Jason Pierce 19 hr. a week Paraprofessional Middle School, *pending fingerprinting clearance	10/16/2013-6/30/14*	\$19.80 an hour, 19 hours a week, annual salary \$13,769 prorated
Catherine Genco 19 hr. a week Paraprofessional Middle School-* pending fingerprinting clearance	10/28/13-6/30/14*	\$19.80 an hour, 19 hours a week, annual salary \$13,769 prorated
Lauren Yi 19 hr. a week Paraprofessional Smith School with toileting	9/7/13-6/30/14	\$19.80 an hour, 19 hours a week, annual salary \$13,769 prorated plus \$1,000 for toileting stipend
Alison George Hourly Paraprofessional for After School Clubs, Smith School	On as-needed basis during 2013-2014 school year	\$19.80 an hour
Tina Pavlu Hourly Paraprofessional for After School Clubs, Smith School	On as-needed basis during 2013-2014 school year	\$19.80 an hour
Laura Kostyn Hourly Paraprofessional to accompany student to Early Morning Orchestra	On as-needed basis during 2013-2014 school year	\$19.80 an hour
Christie Nobre Hourly Paraprofessional for After School Clubs, Stillman School pending approval of above resolution	On as-needed basis during 2013-2014 school year	\$19.80 an hour
Alissa Scala Hourly Paraprofessional for After School Clubs, Stillman	On as-needed basis during 2013 - 2014 school year	\$19.80 an hour

School pending approval of above resolution		
Anita Alfonso Hourly Paraprofessional for After School Clubs-Mackay	On as-needed basis during 2013 - 2014 school year	\$19.80 an hour
Pamela Vaughan S.A.C.C. Afternoon Assistant	10/14/13-6/30/14	\$14.00 an hour

RESOLUTION P-7 APPROVAL OF SALARY ADJUSTMENTS FOR GRADUATE CREDIT RETROACTIVE TO SEPTEMBER 1, 2013

BE IT RESOLVED that the salaries of the following teachers be adjusted retroactive to September 1, 2013 based on graduate credits received:

SALARY ADJUSTMENTS - FALL 2013						
FACULTY MEMBERS	CURRENT STEP	CURRENT CLASSIF.	CURRENT SALARY	ADJUSTED CLASSIF.	INCREASE	NEW SALARY
<u>MIDDLE SCHOOL</u>						
Mark Hyman	16	MA+60	\$101,905	PhD	\$3,500	\$105,405
Kristian Kristan	6	MA+8	\$56,105	MA+16	\$300	\$56,405
Christine Phommathep	5	MA+16	\$54,305	MA+32	\$2,200	\$56,505
Lisa Wowkun	11	MA	\$67,305	MA+8	\$300	\$67,605
<u>HIGH SCHOOL</u>						
Kristen Barrett-Barnes	10	MA+24	\$65,205	MA+32	\$4,600	\$69,805
Caitlin Cranwell	5	BA+8	\$51,205	BA+16	\$300	\$51,505
Peter Curko	15	BA+16	\$80,155	MA	\$7,500	\$87,655
Kristen McCall	11	MA+16	\$67,905	MA+24	\$300	\$68,205
Deana Salamone	14	MA+16	\$83,255	MA+32	\$7,400	\$90,655
Amanda Saudino	5	BA+24	\$51,805	MA	\$1,900	\$53,705
Lori Weissman	16	MA+24	\$93,755	MA+32	\$7,100	\$100,855
Megan Williams	9	MA+24	\$62,705	MA+32	\$3,200	\$65,905
<u>DISTRICT</u>						
Michael Carolan	6	BA	\$52,405	BA+8	\$300	\$52,705
TOTAL ADJUSTMENT					\$38,900	

RESOLUTION P-8 ELEMENTARY AFTER-SCHOOL CLUB INSTRUCTORS

BE IT RESOLVED that the Board approves the following individuals as Elementary After-School Club Instructors for the 2013-14 school year:

NAME		CLUB	SCHOOL
Chad	Dictenberg	Soccer	Mackay
Joshua	Strauss	Cyber Robotics	SM/ST/MK
Anita	Patel	Cyber Robotics	MK/MG
Chad	Dictenberg	Soccer	Mackay
Daisy	Ortega	Fashion Instructor - Hobby Quest	Mackay
Elvisa	Mrkulic	Hobby Quest	Mackay
Beth	Stein	3-D Arts	Mackay
Nickiesha	Radway	Team Makers	MK/ST
Boris	Fernandez	Team Makers	MG
Raquel	Tavarez	Team Makers	MK/MG/ST
Keith	Gold	Team Makers	MK/MG/ST
Joseph	Daly	Fencing	Stillman

RESOLUTION P-9 APPROVAL OF CUSTODIAN TO RECEIVE STIPEND AS SECOND SHIFT CUSTODIAN FOREMAN

BE IT RESOLVED that the Board approves the following effective October 1, 2013:

NAME	CURRENT ASSIGNMENT AND SALARY	NEW ASSIGNMENT AND SALARY
Paul Bellersen	Custodian, Level A, Step 6 \$53,124 annual plus \$500 stipend for Black Seal license	Custodian, Level A, Step 6 \$53,124 annual plus \$500 stipend for Black Seal license plus \$1,200 stipend as Second Shift Custodian Foreman

ADMINISTRATION

RESOLUTION A-1 FIRST READING OF POLICY 3144.12, POLICY 3144.3, POLICY 3372, POLICY 3373, POLICY 3282, POLICY 3324, POLICY 4124, POLICY 4218, POLICY 4282, POLICY 4324, POLICY 5512, AND REGULATION 5512

BE IT RESOLVED that the Board of Education will have the First Reading of the following policies:

- Policy 3144.12** Certification of Tenure Charges – Inefficiency
- Policy 3144.3** Suspension Upon Certification of Tenure Charge
- Policy 3372** Teaching Staff Member Tenure Acquisition
- Policy 3373** Tenure Upon Transfer of Promotion
- Policy 3282** Use of Social Networking Sites
- Policy 3324** Right of Privacy
- Policy 4124** Employment Contract
- Policy 4218** Substance Abuse
- Policy 4282** Use of Social Networking Sites
- Policy 4324** Right of Privacy
- Policy 5512** Harassment, Intimidation, and Bullying
- Regulation 5512** Harassment, Intimidation, and Bullying

RESOLUTION A-2 SECOND READING OF POLICY 5350

BE IT RESOLVED that the Board of Education will have the Second Reading of the following policies:

Policy 5350 Pupil Suicide Prevention

RESOLUTION A-3 APPROVAL TO AFFIRM THE SUPERINTENDENT’S DECISION IN THE FOLLOWING HIB INVESTIGATIONS

BE IT RESOLVED that the Tenafly Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in HIB Investigation Numbers, 2013-02/ST-1; 2013-01/THS-1, for the reasons set forth in the Superintendent’s decision to the students’ parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

RESOLUTION A- 4 GIFT

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

DONOR	SCHOOL/LOCATION	ITEM/AMOUNT
National Football League - Giants	Middle School	Money for fitness center for Middle School students. Center will also be a work station for physical education teachers. Donation: Approx. \$25,000

RESOLUTION A-5 TENAFLY EDUCATIONAL FOUNDATION

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

School & Teacher Requesting Grant	Proposal	Amount
Stillman School (Maryann Taylor)	“Kiln” #01/2013-14	\$3,410.00
High School – Social Studies Dept. (April Celli)	“The Choices Program” #02/2013-14	\$938.10

CURRICULUM

RESOLUTION C-1 APPROVAL OF THE SELF-STUDY AS RECORDED ON THE NJQSAC STATEMENT OF ASSURANCES (SOA)

BE IT RESOLVED that the Board of Education approves the self-study as recorded on the **Statement of Assurances (SOA)** for NJQSAC. The Board approves submitting the SOA to the New Jersey Department of Education.

SPECIAL EDUCATION

**RESOLUTION S-1 RESCIND EXTRAORDINARY SERVICES ONE TO ONE
PARAPROFESSIONAL TEN MONTHS 2013-2014**

BE IT RESOLVED that the Board of Education rescind the one to one paraprofessional for the following pupil:

STUDENT	SCHOOL	TYPE	TUITION
#633 -	Leonia Public Schools	Public	\$20,400.00

**RESOLUTION S-2 APPROVAL OF EXTRAORDINARY SERVICES ONE TO ONE
PARAPROFESSIONALS TEN MONTHS 2013-2014**

BE IT RESOLVED that the Board of Education approve the one to one paraprofessionals for the following pupils:

STUDENT	SCHOOL	TYPE	TUITION
#633 -	Leonia Public Schools	Public	\$27,000.00
#741-	River Edge Elementary School	Public	\$14,194.62

RESOLUTION S-3 APPROVAL OF 10 MONTH PROGRAM FALL 2013-2014

BE IT RESOLVED that the Board of Education approve the placement for the following pupils:

STUDENT	SCHOOL	TYPE	TUITION
#784 -	River Edge Elementary Schools	Public	\$46,423.60
#794 -	River Edge Elementary Schools	Public	\$46,423.60
#741 -	River Edge Elementary Schools	Public	\$46,423.60
#743 -	River Edge Elementary Schools	Public	\$46,423.60
#625 -	River Edge Elementary Schools	Public	\$46,423.60

RESOLUTION S-4 APPROVAL OF SETTLEMENT AGREEMENT

BE IT RESOLVED by the Tenafly Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the **Settlement Agreement** and Release (hereinafter referred to as the "Agreement") between the Board and the Parents of a student whose name is on file in the Superintendent's office, which is annexed to this Resolution, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Agreement, and any other documents necessary to effectuate the settlement.

FINANCE

RESOLUTION F-1 APPROVAL OF BILLS FOR OCTOBER 1 THROUGH OCTOBER 15, 2013

BE IT RESOLVED that **bills** properly certified as to validated purchase orders and receiving

documentation and approved in the total sum of \$4,082,481.00 for October 1 through October 15, 2013, 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	\$99,038.61
(11)	General Current Expense	\$3,325,102.32
(12)	Capital Outlay	\$34,877.00
(20)	Special Revenue Funds	\$260,436.80
(40)	Debt Service Funds	\$302,961.26
(50)	Enterprise Fund	\$15,798.36
(60)	Trust and Agency Funds	\$44,266.65
	TOTAL	\$4,082,481.00

RESOLUTION F-2 APPROVAL TO SUBMIT COMPREHENSIVE MAINTENANCE PLAN (CMP)

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year **maintenance plans** documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Tenafly Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Tenafly Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan and M1 worksheet for the Tenafly Public School District in compliance with Department of Education requirements.

RESOLUTION F-3 APPROVAL TO DONATE WRESTLING MAT TO LEONIA BOARD OF EDUCATION

WHEREAS, the Tenafly Board of Education advertised the Resolite **wrestling mat** in The Record on October 2, 2013 in accordance to N.J.S.A. 18A:18A-45;

WHEREAS, the Tenafly Board of Education did not receive any sealed bids;

WHEREAS, the Leonia Board of Education expressed interest in obtaining the wrestling mat in its present condition, and is willing to transport the wrestling mat;

WHEREAS, the Tenafly Board of Education will not incur a cost of disposing the wrestling mat;

THEREFORE, BE IT RESOLVED that the Tenafly Board of Education approves the donation of the Resolite wrestling mat to the Leonia Board of Education.

RESOLUTION F-4 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).

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