

MINUTES OF THE REGULAR PUBLIC MEETING
OF THE TENAFLY BOARD OF EDUCATION
TUESDAY EVENING, MARCH 5, 2013
HELD AT THE HEGELEIN BUILDING, 500 TENAFLY ROAD, TENAFLY, NJ

DATE

3/21/13

APPROVED

Joseph R. Amatore

MINUTES OF THE REGULAR MEETING
OF THE TENAFLY BOARD OF EDUCATION
TUESDAY EVENING, MARCH 5, 2013
HELD AT THE HEGELEIN BUILDING, 500 TENAFLY RD., TENAFLY, NJ

The meeting was called to order at 7:35 p.m. by Board President Richard H. Press who read the following statement:

“The New Jersey Open Public Meetings Law was enacted to insure the right to the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.”

In accordance with provisions of this act, the Tenafly Board of Education has caused notice of this meeting to be publicized by having the date, time and place thereof posted at the Borough office, Tenafly Public Library, administrative building, in the local press and on the district’s web site.

On roll call, the following Board members answered present:

Mark Aronson	Edward J. Salaski
Sam A. Bruno	Lynne W. Stewart
Shana Greenblatt Janoff	Jonathan M. Teall *
Donald H. Kaplan	Richard H. Press
Phyllis Perskie-Kessler	

* Arrived at 7:45 p.m.

The following staff members were present:

Ms. Lynn Trager, Superintendent
Ms. Barbara Laudicina, Assistant Superintendent
Dr. Joseph R. Amatuzzi, Interim Business Administrator/Board Secretary
Ms. Terry Collins, Assistant to the Superintendent for Human Resources

A motion was made by Mr. Donald H. Kaplan and seconded by Mr. Edward J. Salaski that the Board convenes in closed session. The session may include discussions of negotiations, contractual matters, litigation and personnel. Pursuant to 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. At this time that cannot be determined. When the need for confidentiality no longer exists, the minutes will be available to the public.

The motion was approved by those present.

The meeting recessed to closed session at 7:36 p.m.

The meeting reconvened from closed session at 8:02 p.m.

The meeting was called to order at 8:02 p.m. by Board President Press who read the following statement:

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On roll call, the following Board members answered present:

Mark Aronson	Edward J. Salaski
Sam A. Bruno	Lynne W. Stewart
Shana Greenblatt Janoff	Jonathan M. Teall
Donald H. Kaplan	Richard H. Press
Phyllis Perskie-Kessler	

The following staff members were present:

Ms. Lynn Trager, Superintendent
Ms. Barbara Laudicina, Assistant Superintendent
Dr. Joseph R. Amatuzzi, Interim Business Administrator/Board Secretary

The following principal representatives were present:

Dr. Dora P. Kontogiannis, Principal of High School
Dr. Ann Powell, Principal of Middle School
Mr. Neil Kaplicer, Principal of Smith School

Also present:

Ms. Suzanne Bassett, Assistant to the Superintendent for Special Services
Ms. Terry Collins, Assistant to the Superintendent for Human Resources
Mr. Brian Cory, Vice Principal of High School
Ms. Mary Delouvrier, Vice Principal of Middle School

Allison Starer, Student Representative
Joanna Weingast, Student Representative

President Press opened the meeting with the Pledge of Allegiance to the flag.

SPECIAL SCHOOL SHOWCASE

Smith School Showcase

Smith School principal Mr. Neil Kaplicer described how iPads are being utilized and supplementing curriculum. Mr. Kaplicer introduced Ms. Jennifer Griffiths, Smith School's Library/Media Specialist, who gave a presentation on the use of iPads in the library and classroom, and explained the use of the *Follett App* to access Tenafly's eBooks.

Several 5th grade students from Smith showed the Board and administration how to use the iPad and access eBooks.

Mr. Press thanked Ms. Griffiths and the students for a wonderful demonstration of the great use of technology for creative learning. Ms. Griffiths added that a TEF grant the district received is specifically for all the schools to receive more digital books so all students can benefit from this great resource.

APPROVAL OF MINUTES

A motion was made by Ms. Lynne W. Stewart and seconded by Mr. Donald H. Kaplan to approve the Minutes of the Regular Public and Closed Executive Meeting of February 26, 2013.

The Minutes of the Regular Public and Closed Executive Meeting of February 26, 2013 were approved as follows:

Yes - 8	Mark Aronson	Abstain - 1	Jonathan M. Teall
	Sam A. Bruno		
	Shana Greenblatt Janoff		
	Donald H. Kaplan		
	Phyllis Perskie-Kesslen		
	Edward J. Salaski		
	Lynne W. Stewart		
	Richard H. Press		

At 8:30 p.m. Mr. Press stated that he would be leaving the meeting at 9:00 p.m. and, therefore, wished to open the motions for approving the Personnel Resolutions.

PUBLIC RECOGNITION-COMMUNITY COMMENTARY

President Press inquired if there were any members of the audience who wished to address the Board on any issue or item on the agenda.

There were no comments.

RESOLUTIONS

A motion was made by Ms. Phyllis Perskie-Kesslen and seconded by Mr. Jonathan M. Teall to approve Resolutions P-1 through P-5 (with P-3 revisions).

Mr. Press asked if the Board had any comments on the Personnel Resolutions.

Mr. Aronson raised the topic of staff changes in the Chinese language & Mandarin program and inquired how this will impact the next school year's staffing.

Ms. Trager explained briefly that this is the first year the AP course is being offered in Tenafly, and the district is committed to the program to make it stronger, more consistent all around, and to move the program in the right direction.

Several Board members made comments on Resolution P-5 concerning the salary amount and gave reasons for their voting position.

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>
Rena Tracy	B.A.	Elementary CEAS	Elem. Ed

RESOLUTION P-2 RESIGNATIONS

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

<u>NAME</u>	<u>REASON</u>	<u>EFFECTIVE DATE</u>
Eric DiGregorio Teacher of Industrial Arts Middle School	Retirement	June 30, 2013
Erika Boras Teacher of Music – M.S.	Retirement	June 30, 2013

REVISED RESOLUTION P-3 – Salary for H. Chen changed from M.A.+16 To M.A. (transcript submitted after Agenda of Friday, 3/1/13 does not reflect graduate level course work).

RESOLUTION P-3 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
Hui-tzu Isabella Chen .6 Leave replacement teacher of Chinese – High School	3/18/13-6/30/13	Per diem based on M.A., Step 3 prorated for .6 and prorated for days worked
Lenka Curko 19 hour a week Spec Ed Aide Maugham School	3/4/13-6/30/13	\$19.04 an hour 19 hours a week \$13,240 annual prorated

RESOLUTION P-4 LEAVE OF ABSENCE FOR HIGH SCHOOL TEACHER OF E.L.L.

BE IT RESOLVED that the Board, in accordance with Article VI, C grants Polyxeni Derdemezis a medical leave of absence using accumulated sick days through May 2013.

Resolutions P-1 through P-4 were unanimously approved.

RESOLUTION P-5 APPOINTMENT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

BE IT RESOLVED that the Board appoints Yas Usami to the position of Business Administrator/Board Secretary for the period July 1, 2013 through June 30, 2014 at an annual salary of \$170,000.

Resolution P-5 was approved as follows:

Yes - 6	Shana Greenblatt Janoff Donald H. Kaplan Phyllis Perskie-Kessler Edward J. Salaski Lynne W. Stewart Richard H. Press	No - 2	Mark Aronson Sam A. Bruno
		Abstain - 1	Jonathan M. Teall

BOARD PRESIDENT'S REPORT

Mr. Press reported on the following:

- TEA negotiations will continue this Thursday with the hope that both parties can reach an agreement.
- State aid was received this past week at the same level as last year for the operating fund, and the debt service aid was reduced. With the district staying under the 2% cap, the taxpayers will not have to make up the difference.

SUPERINTENDENT'S REPORT

Ms. Lynn Trager reported that on March 1, the Tenafly district had a required 3-year NJQSAC review. County representatives came to the district to review the data in the five major areas (Personnel, Governance, Curriculum & Instruction, Operations, Fiscal Management). The final scoring has not been received yet, however, all indicators are that the district did extremely well on the review. The district received much praise, including comments about all the facilities being spotless thanks to Mr. Vinnie Benenati and his custodial crew. Special thanks went to Ms. Barbara Laudicina for steering the district through the involved process, and thanks to all the administrators and supporting staff for their time and dedication to the Tenafly school system.

Ms. Susan Tall is putting together an evening of songs and dance titled "The Stars Come Home" (June 9 at 7:00 p.m.) to help raise funds to update the Collins/Tall auditorium at the high school. Many alumni will return to the high school stage. Event information is posted on the district website.

The Tenafly High School band received an invitation to participate in the Newark St. Patrick's Day parade on March 15. This parade is sponsored by the Star Ledger and U.S. Bands, and this is a great honor and opportunity for our students.

Congratulations are extended to high school English teacher Mr. Gary Whitehead for publishing a new book titled *A Glossary of Chickens*. Copies of books are available for purchase.

Ms. Phyllis Perskie-Kesslen also expressed thanks to Ms. Laudicina for the huge undertaking of preparation for the NJQSAC review. Ms. Laudicina responded that everyone in the district showed their dedication and was invested in the success of the district review.

Mr. Aronson raised the issue about a recent article concerning proposed changes in the Open Public Meetings act under NJ laws. Ms. Trager replied that our district has not received information on this subject, and she will check with our legal counsel if this issue needs to be addressed.

STUDENT REPRESENTATIVES' REPORT

Joanna Weingast reported on the following:

- Spring sports started this week and are in full swing.
- Junior HSPA testing started today.
- A Safe Ride training meeting for Juniors and Seniors will be on March 7 at the high school.
- On March 14, at the HSA meeting, Junior Teen Pep members will present what they have prepared.

Allison Starer reported on following events:

- The Tenaflly High cast of the spring musical *Smile* will be visiting Clarkstown North High School to watch their final dress rehearsal of the play, and Clarkstown High will come to Tenaflly to watch our final dress rehearsal.
- On March 20, senior citizens are invited to see the musical.
- All are invited to see the play on March 21, 22, 23 at 7:30 p.m.
- The school Olympics will be on April 18.

Board President Press left the meeting at 9:00 p.m., and Board Vice President Edward Salaski conducted the remainder of the meeting.

BOARD SECRETARY'S REPORT

Dr. Amatuzzi gave the February Report on Fire and Security Drills.

FIRE DRILLS & SECURITY DRILLS 2012 - 2013 SCHOOL YEAR						
MO.	HIGH	MIDDLE	MACKAY	MAUGHAM	SMITH	STILLMAN
Feb 2013	2/07/13 p.m. 2/15/13 p.m.	2/06/13 p.m. 2/20/13 a.m.	2/15/13 p.m. 2/25/13 p.m.	2/25/13 p.m. 2/26/13 a.m.	2/12/13 p.m. 2/15/13 p.m.	2/15/13 p.m. 2/25/13 p.m.
	Security/ Lockdown Drill:	Security/ Shelter in Place Drill:	Security/ Active Shooter Drill:	Security/ Lockdown Drill:	Security/ Lockdown Drill:	Security/ Lockdown Drill:
	2/25/13 p.m.	2/8/13 a.m.	2/27/13 a.m.	2/28/13 a.m.	2/27/13 a.m.	2/28/13 a.m.

Dr. Amatuzzi explained that the Long Range Facilities Plan is due to be updated this September, and DiCara Rubino Architects have submitted a proposal for this project. Included in this proposal was a separate fee for a demographic study. The Board and administration discussed these two issues. Dr. Amatuzzi discussed the importance of having a demographic study and named several of the key benefits involved.

Dr. Amatuzzi suggested that fees for demographic studies be researched.

BOARD COMMITTEE REPORTS

Finance Committee

The committee met on March 1 and discussed recent state aid received; and while the governor made it clear that state aid was not going to decrease, the debt service did decrease.

Mr. Kaplan stated that Tenafly's debt service was decreased by \$27,000, reinforcing the importance of not relying on state aid or a referendum to support the district's projects but rather utilizing the budget process for funding facility improvements needed.

REPORTS, PRESENTATIONS AND DISCUSSIONS

Ms. Trager gave a presentation on the administrative recommendation to the Board for the 2013-14 school year budget. This budget was a collaborative effort by the Board, administration, staff and community. Thanks to their input, perspective and ideas the district has a strong, vibrant and multi-faceted budget that is educationally progressive, economically responsible, and continues a 4-year plan that addresses the various needs of the district serving all constituencies well.

Dr. Amatuzzi presented and discussed budget facts and assumptions and gave details of the budget expenditures. Dr. Amatuzzi also stated the district is in good shape, is forward thinking, and applauded the district for its Alternative Revenue committee work bringing in additional revenue.

(The presentation is posted on the website homepage, and a copy is available in the business office if requested)

After the presentation, Mr. Salaski asked if the Board had any questions or comments.

Mr. Jonathan Teall applauded the Board and administration for crafting a good budget that furthers Tenafly's educational goals, meets technology needs and facility improvements.

Mr. Salaski urged the public to see the presentation and budget information on the website or watch the presentation on the Board meeting video.

ORAL COMMUNICATIONS-SECOND OPPORTUNITY

Vice President Salaski inquired if there were any members of the audience who wished to address the Board on any item on the agenda or not on the agenda.

David Schussel – 67 Erledon Rd – asked for clarification on the Budget Facts and Assumptions page under Use of Fund Balance and the total listed. Also, David asked if the solar project going to affect the 2013-14 budget.

Dr. Amatuzzi replied that this fund balance listed is outside the regular operating budget and that over the years has accumulated to that total. The auditors certify the fund balance at the close of each fiscal year.

Ms. Trager addressed the solar question, and stated that the district has not budgeted for solar work yet as we just went out for the RFP and will not know until information is gathered as to how much the solar panels will cost and amount of savings on electricity costs. As we replace the roofs and continue to install solar panels, it is believed that the net result will be more significant.

A motion was made by Mr. Sam A. Bruno and seconded by Mr. Donald H. Kaplan to approve Resolutions F-1 through F-6.

The motion was approved by those present. Mr. Richard Press was absent for the vote.

FINANCE

RESOLUTION F-1 APPROVAL TO ADOPT PRELIMINARY BUDGET FOR THE FY 2013-2014 SCHOOL YEAR

Approval of Base Budget

BE IT RESOLVED that the Tenafly Board of Education approves a preliminary 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 APPROVAL OF BILLS FOR FEBRUARY 2013

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$5,392,067.42 for February 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	\$207,887.36
(11)	General Current Expense	\$4,901,872.34
(20)	Special Revenue Funds	\$189,630.41
(50)	Enterprise Fund	\$19,014.63
(60)	Trust and Agency Funds	\$73,662.68
	TOTAL	\$5,392,067.42

RESOLUTION F-3 TRANSFERS FOR FEBRUARY 2013

BE IT RESOLVED that the Board of Education approves transfers for the 2012-2013 school budget in a report dated February 28, 2013, 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-4 PAYROLL FOR FEBRUARY 2013

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

PAYROLL	
Date	Amount
2/15/13	\$1,712,014.32
2/28/13	\$1,759,249.51

RESOLUTION F-5 APPROVAL TO PROCEED WITH SCHOOL FACILITIES PROJECTS

WHEREAS, The Board of Education of Tenafly in the County of Bergen, New Jersey (the "Board"), desires to proceed with school facilities projects consisting generally of:

Reroofing at Stillman Elementary School

Reroofing at Mackay Elementary School

Reroofing at Tenafly High School

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF TENAFLY IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Educational Specifications 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.

Section 2. 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.

Section 3. The Board is submitting this project as an "Other Capital Project" to the New Jersey Department of Education. The Board understands they will not receive State Funding for this project and the District is not seeking a Grant.

Section 4. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 5. 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.

Section 6. This resolution shall take effect immediately.

RESOLUTION F-6 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).

Resolutions F-1, and F-3 through F-6 were approved by those present. Mr. Richard H. Press was absent for the vote.

Resolution F-2 was approved as follows:

Yes - 7	Mark Aronson	Abstain - 1	Sam A. Bruno
	Shana Greenblatt Janoff		
	Donald H. Kaplan	Absent - 1	Richard H. Press
	Phyllis Perskie-Kessler		
	Edward J. Salaski		
	Lynne W. Stewart		
	Jonathan M. Teall		

A motion was made by Ms. Phyllis Perskie-Kessler and seconded by Ms. Lynne W. Stewart to adjourn the meeting.

The motion was approved by those present.

The meeting adjourned at 9:50 p.m.

Respectfully submitted,



Joseph R. Amatuzzi
Interim Business Administrator/
Board Secretary