

TENAFLY BOARD OF EDUCATION

**Tuesday, February 5, 2013**

BOARD OF EDUCATION MEETING

**OPEN SESSION**

**CLOSED SESSION**

**OPEN SESSION** –Regular Public Meeting

**AGENDA:**

**Reports/Presentations**

**Public Comments**

**Action Items:**

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

**Public Comments (2<sup>nd</sup> Opportunity)**

**Adjournment**

**NO FORMAL ACTION IS TAKEN DURING THE CLOSED SESSION**



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

February 5, 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	Ms. Phyllis Perskie-Kesslen
Mr. Sam A. Bruno	Ms. Lynne 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

<u>High School Students</u> [2012-2013]  Allison Starer, Senior Joanna Weingast, Junior	<u>Administrators</u>  Dr. Dora P. Kontogiannis Dr. Ann Powell Mr. John Fabbo Ms. Jennifer Ferrara Mr. Neil Kaplicer Ms. Darlene Markman
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I.	OPEN SESSION – <b>5:00 p.m.</b> -Budget Retreat/Discussion	
II.	CLOSED SESSION – Board will go into Closed Session – <b>7:30 p.m.</b>	
III.	OPEN SESSION – <b>8:00 p.m.</b> -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
IV.	Approval of Minutes • Regular Public Meeting & Closed Executive Session of January 22, 2013	
V.	Board President's Report	Mr. Press
VI.	Superintendent's Report	Ms. Trager
VII.	Student Representatives' Report	Ms. Starer Ms. Weingast
VIII.	Board Secretary's Report • Fire & Security Drill Report for January 2013	Dr. Amatuzzi
IX.	Board Committee Reports • Communication Committee/Website Subcommittee • Finance Committee	S. Janoff D. Kaplan
X.	Reports, Presentations, Discussions • Student Leadership Programs K-12	Principals
XI.	<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.	
XII.	Action Items – Resolutions	
XIII.	<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  <i>Opportunities for public comment are not scheduled for the Committee-of-Whole Work Session</i>	

IX.	<p><u>Adjournment to Closed Session</u> (if deemed necessary) 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>	
X.	Adjournment	

<p style="text-align: center;"><b>FIRE DRILLS &amp; SECURITY DRILLS 2012 - 2013 SCHOOL YEAR</b></p>						
MONTH	HIGH	MIDDLE	MACKAY	MAUGHAM	SMITH	STILLMAN
Jan. 2013	<p>1/09/13 a.m. 1/28/13 a.m.</p> <p><b>Security/ Tabletop Exercise Drill (to review current security proc):</b></p> <p>1/24/13 p.m.</p>	<p>1/10/13 a.m. 1/30/13 a.m.</p> <p><b>Security/ Tabletop Exercise Drill (to review current security proc):</b></p> <p>1/04/13 p.m.</p>	<p>1/09/13 a.m. 1/14/13 a.m.</p> <p><b>Security/ Lockdown (Active Shooter) Drill:</b></p> <p>1/10/13 a.m.</p>	<p>1/09/13 p.m. 1/29/13 a.m.</p> <p><b>Security/ Lockdown Drill:</b></p> <p>1/07/13 p.m.</p>	<p>1/08/13 p.m. 1/29/13 p.m.</p> <p><b>Security/ Lockdown Drill:</b></p> <p>1/07/13 a.m.</p>	<p>1/28/13 a.m. 1/25/13 p.m.</p> <p><b>Security/ Lockdown Drill:</b></p> <p>1/17/13 a.m.</p>

The following resolutions are recommended by the Superintendent of Schools:

**PERSONNEL**

RESOLUTION P-1	RESIGNATION
RESOLUTION P-2	HIRES
RESOLUTION P-3	LEAVE OF ABSENCE FOR SMITH KINDERGARTEN TEACHER
RESOLUTION P-4	APPOINTMENTS TO EXTRA-COMPENSATION POSITIONS

**ADMINISTRATION**

RESOLUTION A-1	SECOND READING OF POLICY 2431.4 "Prevention and Treatment of Sports-Related Concussions and Head Injuries"
RESOLUTION A-2	FIRST READING OF POLICY 9270 "Home Schooling and Equivalent Education Outside the Schools"

**CURRICULUM**

RESOLUTION C-1	APPROVAL OF HIGH SCHOOL BOSTON AREA MODEL UNITED NATIONS COMPETITION
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**SPECIAL EDUCATION**

RESOLUTION S-1	APPROVAL FOR WAIVER FROM PARTICIPATING IN THE SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM
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**FINANCE**

RESOLUTION F-1	APPROVAL OF BILLS FOR JANUARY 2013
RESOLUTION F-2	TRANSFERS FOR JANUARY 2013
RESOLUTION F-3	PAYROLL FOR JANUARY 2013
RESOLUTION F-4	APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT

**PERSONNEL**

**RESOLUTION P-1 RESIGNATION**

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

NAME	REASON	EFFECTIVE DATE
Kevin Muccino Leave replacement – Grade 2 Maugham School	Personal	February 5, 2013

**RESOLUTION P-2 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
Claire Tunick Leave replacement for Language Arts – TMS	2/4/13-5/3/13	Per diem based on M.A., Step 3 \$51,855 annual. Prorated for days worked
Eric Quaranti Leave replacement for PE/Family Life – THS	3/4/13-6/30/13	Per diem based on B.A., Step 3 \$49,655 annual. Prorated for days worked
Jamie Ekiert 19 hr. a week Special Ed Aide Stillman Kindergarten	2/6/13-6/30/13	\$19.04 an hour, \$13,240 annual prorated

**RESOLUTION P-3 LEAVE OF ABSENCE FOR SMITH KINDERGARTEN TEACHER**

BE IT RESOLVED that the Board, in accordance with Article VI, B and C, grants Jennifer Ritter, Smith Kindergarten teacher, a maternity leave of absence, using accumulated sick days effective on or about May 20, 2013, not to exceed thirty (30) calendar days after the birth of her baby expected May 31, 2013 to be followed by an unpaid child-rearing leave of absence if applicable under the Family Medical Leave Act.

**RESOLUTION P-4 APPOINTMENTS TO EXTRA-COMPENSATION POSITIONS**

BE IT RESOLVED that the Board approves the following extra-compensation appointments for the 2012-13 school year:

<u>NAME</u>	<u>EXTRA COMPENSATION POSITION</u>	<u>STIPEND</u>
Andrew Escala	Half-time Assistant Baseball Coach	\$3,093
Joseph Algieri	Assistant Baseball Coach	\$6,185

**ADMINISTRATION**

**RESOLUTION A-1 SECOND READING OF POLICY 2431.4 “Prevention and Treatment of Sports-Related Concussions and Head Injuries”**

BE IT RESOLVED that the Board of Education will have the Second Reading and approval of Policy 2431.4 “Prevention and Treatment of Sports-Related Concussions and Head Injuries”

**RESOLUTION A-2 FIRST READING OF POLICY 9270 “Home Schooling and Equivalent Education Outside the Schools”**

BE IT RESOLVED that the Board of Education will have the First Reading of Policy 9270 “Home Schooling and Equivalent Education Outside the Schools”

**CURRICULUM**

**RESOLUTION C-1 APPROVAL OF HIGH SCHOOL BOSTON AREA MODEL UNITED NATIONS COMPETITION**

BE IT RESOLVED that the Board of Education approves the High School Boston Area Model United Nations Competition from February 22-24, 2013 at Boston University in Boston, Massachusetts.

**SPECIAL EDUCATION**

**RESOLUTION S-1 APPROVAL FOR WAIVER FROM PARTICIPATING IN THE SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM**

BE IT RESOLVED that the Board of Education approves the district’s request for a waiver from participating in the SEMI (Special Education Medicaid Initiative) program.

**FINANCE**

**RESOLUTION F-1 APPROVAL OF BILLS FOR JANUARY 2013**

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$ 6,044,480.72 for January 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:

	<u>Fund Totals</u>	
(10)	General Fund	\$201,331.81
(11)	General Current Expense	\$5,094,150.93
(12)	Capital Outlay	\$41,302.92

(20)	Special Revenue Funds	\$183,703.30
(40)	Debt Service Funds	\$441,298.44
(50)	Enterprise Fund	\$19,909.13
(60)	Trust and Agency Funds	\$62,784.19
	TOTAL	\$6,044,480.72

**RESOLUTION F-2 TRANSFERS FOR JANUARY 2013**

BE IT RESOLVED that the Board of Education approves transfers for the 2012-2013 school budget in a report dated January 31, 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-3 PAYROLL FOR JANUARY 2013**

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

PAYROLL	
Date	Amount
1/15/13	\$1,759,933.73
1/31/13	\$1,685,535.36

**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;

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BE IT RESOLVED, that the Tenaflly 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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