



**PUBLIC SCHOOLS  
TENAFLY BOARD OF EDUCATION**

**Meeting Date:  
Tuesday, March 18, 2014**

**BOARD OF EDUCATION MEETING**

**OPEN SESSION**

**CLOSED SESSION**

- **No Formal Action is Taken During the Closed Session**

**OPEN SESSION**

**AGENDA**

**Presentations/Reports**

**Public Comments**

**Action Items:**

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

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

**Adjournment**



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

March 18, 2014

Hegelein Building, 500 Tenafly Road, Tenafly, NJ 07670

**Board of Education**

Mr. Edward J. Salaski, President  
Ms. Lynne Stewart, Vice President

Mr. Mark Aronson	Mr. Donald H. Kaplan
Mr. Sam A. Bruno	Ms. Eileen Pleva
Ms. Shana Greenblatt Janoff	Mr. Richard Press
Ms. April Uram	

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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 – <b>6:30 p.m.</b> – Regular Public Meeting	
2.	CLOSED SESSION – Board will go immediately into Closed Session	
3.	OPEN SESSION – <b>8:00 p.m.</b> – Regular Public Meeting	
	A. Call to Order	E. Salaski
	B. Adequate Notice Statement	E. Salaski
	C. Roll Call	Y. Usami
	D. Pledge of Allegiance	E. Salaski
4.	Presentation – TMS Showcase (Science Olympiad)	A. Powell
5.	Approval of Minutes • Regular Public & Closed Executive Session of <b>March 4, 2014</b>	
6.	Board President’s Report	E. Salaski
7.	Superintendent’s Report	L. Trager
8.	Student Representatives’ Report	J. Weingast E. Bochner
9.	Board Secretary’s Report	Y. Usami
10.	Board Committee Reports • Finance ( <i>meeting 3-11-14</i> )	D. Kaplan
11.	Reports/Discussions • Budget Discussion of Preliminary Budget for 2014-2015 • HIB Grades	Y. Usami and L. Trager B. Laudicina
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	

14.	<p><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.</p> <p><i>Opportunities for public comment are not scheduled for the Committee-of-Whole Work Session</i></p>	
15.	<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>	
16.	Adjournment	

The following resolutions are recommended by the Superintendent of Schools:

**PERSONNEL**

RESOLUTION P-1	SUBSTITUTES
RESOLUTION P-2	HIRES
RESOLUTION P-3	APPROVAL OF SPRING 2014 SALARY ADJUSTMENT BASED ON GRADUATE CREDIT
RESOLUTION P-4	APPROVAL OF SUMMER SCHOOL STAFF
RESOLUTION P-5	RESCIND SECTION OF RESOLUTION P-10 OF JUNE 4, 2013 APPROVING EXTRA-COMPENSATION APPOINTMENT
RESOLUTION P-6	APPROVAL OF HOME INSTRUCTORS

**ADMINISTRATION**

RESOLUTION A-1	TENAFLY EDUCATIONAL FOUNDATION
RESOLUTION A-2	APPROVAL OF NEW CONTRACT WITH TENAFLY ADMINISTRATORS AND SUPERVISORS ASSOCIATION (TASA)

**CURRICULUM**

RESOLUTION C-1	MIDDLE SCHOOL SIXTH GRADE TRIP
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**SPECIAL EDUCATION**

RESOLUTION S-1	AMENDED PLACEMENT FALL 2013-2014
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**FINANCE**

RESOLUTION F-1	APPROVAL TO ADOPT PRELIMINARY BUDGET FOR THE FY 2014-2015 SCHOOL YEAR
RESOLUTION F-2	SECRETARY'S REPORT FOR FEBRUARY 2014
RESOLUTION F-3	TREASURER'S REPORT FOR FEBRUARY 2014
RESOLUTION F-4	TRANSFERS FOR FEBRUARY 2014
RESOLUTION F-5	MAXIMUM TRAVEL EXPENDITURES FOR 2014-15 SCHOOL YEAR
RESOLUTION F-6	REJECTION OF ALL BIDS FOR LIGHTING FOR GEISSINGER FIELD PROJECT
RESOLUTION F-7	APPROVAL OF TENAFLY SCHOOL-AGE CHILD CARE SUMMER PROGRAM FOR 2014
RESOLUTION F-8	APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT



**REGULAR PUBLIC SESSION**

**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
Susan Ullmann	B.S.N.	Registered Nurse	Nursing
Kellie Carpenter	B.S.	County License	Biology/Psychology
Philip McElroy*	M.S.	County License	Biomedical Science

\*pending successful completion of Criminal History Background check.

**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
Kaitlyn Dickman 19 hr. a week Paraprofessional Middle School	3/3/14-6/30/14	\$19.80 an hour, 19 hours a week \$13,769 annual salary
Chris McDonnell*	On-call Custodial Substitute	\$15.00 per hour- as needed basis

\*pending successful completion of Criminal History Background check.

**RESOLUTION P-3 APPROVAL OF SPRING 2014 SALARY ADJUSTMENT BASED ON GRADUATE CREDIT**

BE IT RESOLVED that the Board approves the following salary adjustments for the graduate credit retroactive to February 1, 2014:

NAME	STEP	NEW DEGREE	ANNUAL INCREASE	ADJUSTED SALARY
<u>SMITH SCHOOL</u>				
Dale Schneider	3-5	MA	\$1,900	\$53,705
<u>STILLMAN</u>				
Kristen Donohue	1-2	BA+8	\$300	\$50,695
Britney Palma	3-5	BA+16	\$300	\$51,505
Raeann Schwartz	3-5	MA	\$2,200	\$53,705
<u>MIDDLE SCHOOL</u>				
Ariana Kahn	6	BA+8	\$300	\$52,705
<u>HIGH SCHOOL</u>				
Kristen McCall	11	MA+32	<u>\$3,900</u>	\$72,105
<b>TOTAL ADJUSTMENT</b>				
			\$8,900	

**RESOLUTION P-4 APPROVAL OF SUMMER SCHOOL STAFF**

BE IT RESOLVED that the Board approves the following as 2014 summer school staff:

NAME	SUMMER SCHOOL POSITION	STIPEND
James Morrison	Director	\$8,404
Daniel Foerg-Spittel	Assistant Director	6,304
Barbara Lyons	Nurse	4,550
Deborah Cabrera	Secretary/Registrar	2,703



**RESOLUTION P-6 APPROVAL OF HOME INSTRUCTORS**

BE IT RESOLVED that the Board approves the following teachers as Home Instructors:

NAME	CERTIFICATIONS	STATUS
Kimberly Stivers	Teacher of Students with Disabilities, English Elementary Gr. K-6	TMS Teacher of Special Ed
Alexander Vargas	Spanish	TMS Teacher of Spanish

**ADMINISTRATION**

**RESOLUTION A-1 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 (Mark Sernatinger)	“Rumba Flamenca - Guitar Assembly” #09/2013-14	\$1,100.00

**RESOLUTION A-2 APPROVAL OF NEW CONTRACT WITH TENAFLY ADMINISTRATORS AND SUPERVISORS ASSOCIATION (TASA)**

BE IT RESOLVED that the Board of Education approves a new contract with the Tenafly Administrators and Supervisors Association for the period July 1, 2014 through June 30, 2017 with the terms and conditions as specified in the contract on file in the Business Office.

**CURRICULUM**

**RESOLUTION C-1 MIDDLE SCHOOL SIXTH GRADE TRIP**

BE IT RESOLVED that the Board of Education approve the Middle School **sixth grade trip** to Club Getaway for September 18-19, 2014.

**SPECIAL EDUCATION**

**RESOLUTION S-1 AMEND THE FOLLOWING PLACEMENT FALL 2013-2014**

BE IT RESOLVED that the Board of Education amend the placement for the following pupil:

STUDENT	SCHOOL	TYPE	TUITION
#783 –	East Mountain School @ Carrier Clinic	Private	\$32,779.76 pro-rated end date 1/13/14 (amended)



**FINANCE**

**RESOLUTION F-1 APPROVAL TO ADOPT PRELIMINARY BUDGET FOR THE  
FY 2014-2015 SCHOOL YEAR**

Approval of Base Budget

BE IT RESOLVED that the Tenafly Board of Education approves a preliminary FY 2014-2015 school district budget as follows:

	<b>Budget</b>	<b>Local Tax Levy</b>
General Fund	\$64,672,774	\$57,527,828
Special Revenue Fund	\$ 977,852	\$ 0
Debt Service Fund	\$ 2,901,163	\$ 2,462,300
<b>Total Base Budget</b>	<b>\$68,551,789</b>	<b>\$59,990,128</b>

**RESOLUTION F-2 SECRETARY'S REPORT FOR FEBRUARY 2014**

IT RESOLVED that the **Secretary's report** for the month of February 2014, 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 2014**

BE IT RESOLVED that the **Treasurer's report** for the month of February 2014, be accepted as submitted and filed in the official minutes of this meeting.

**RESOLUTION F-4 TRANSFERS FOR FEBRUARY 2014**

BE IT RESOLVED that the Board of Education approves **transfers for the 2013-2014** school budget in a report dated February 28, 2014, 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 MAXIMUM TRAVEL EXPENDITURES FOR 2014-15 SCHOOL YEAR**

BE IT RESOLVED, per 18A:11-12(4) p, that the Board establishes maximum general fund travel expenditures for the 2014-2015 School Year in the amount of \$74,096.

Maximum travel general fund expenditures for the 2013-2014 School Year were \$121,335 and the amount expended to date is \$23,313.46.

**RESOLUTION F-6 REJECTION OF ALL BIDS FOR LIGHTING FOR GEISSINGER FIELD PROJECT**

WHEREAS, the Tenafly Board of Education (hereinafter referred to as the "Board") advertised for bids for Field Lighting at John B. Geissinger Field (hereinafter referred to as "the Project"); and

WHEREAS, on March 13, 2014 the Board received six (6) bids for the Project, as reflected in the attached bid tabulation sheet; and

WHEREAS, John J. Faccas, Inc. t/a Quality Electrical Construction, Co. (hereinafter referred to as "Quality") submitted the lowest base bid for the Project in the amount of \$332,325; and

WHEREAS, the bid submitted by Quality is materially defective insofar as the bidder is not classified by the New Jersey Department of the Treasury, Division of Property Management and Construction (hereinafter "DPMC") in trade C019 Concrete/Foundations/Footings/Masonry and the bidder did not list a properly classified subcontractor in trade C019 as required by the bid documents, which is a material, nonwaiveable defect; and

WHEREAS, the second lowest bid was submitted by Margonis Electrical Contracting Co., Inc. (hereinafter referred to as "Margonis") with a base bid in the amount of \$375,000; and

WHEREAS, the bid submitted by Margonis is materially defective insofar as the total amount of Margonis' bid, when added to its uncompleted contracts as stated on its DPMC Form 701, Total Amount of Uncompleted Contracts, would exceed its aggregate rating approved by the DPMC, which is a material, nonwaiveable defect; and

WHEREAS, the third lowest bid was submitted by Ronald Janney Electrical Contractor, Inc. (hereinafter referred to as "Janney") with a base bid in the amount of \$395,850; and

WHEREAS, the bid submitted by Janney is materially defective insofar as the bidder's subcontractor failed to provide a Public Works Registration Certificate, a Business Registration Certificate, and failed to complete the DPMC Form 701, Total Amount of Uncompleted Contracts, such that it is impossible to determine whether, if awarded the contract, said contract amount would be within the subcontractor's aggregate rating approved by the DPMC, which is a material, nonwaiveable defect; and

WHEREAS, the three (3) remaining bids received by the Board are substantially in excess of the cost estimates and, as such, are not reasonable as to price on the basis of the cost estimates prepared on behalf of the Board;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The bid submitted by John J. Faccas, Inc. t/a Quality Electrical Construction, Co. is hereby rejected as the bidder is not classified by the New Jersey Department of the Treasury, Division of Property Management and Construction (hereinafter "DPMC") in trade C019 Concrete/Foundations/Footings/Masonry and the bidder did not list a properly classified subcontractor in trade C019 as required by the bid documents, which is a material, nonwaiveable defect.

2. The bid submitted by Margonis Electrical Contracting Co. Inc. is hereby rejected as the total amount of Margonis' bid, when added to its uncompleted contracts as stated on its DPMC Form 701, Total Amount of Uncompleted Contracts, would exceed its aggregate rating approved by the DPMC, which is a material, nonwaiveable defect.

3. The bid submitted by Janney Electrical Contractor, Inc. is hereby rejected as the bidder's subcontractor failed to provide a Public Works Registration Certificate, a Business Registration Certificate, and failed to complete the DPMC Form 701, Total Amount of Uncompleted Contracts, such that it is impossible to determine whether, if awarded the contract, said contract amount would be within the subcontractor's aggregate rating approved by the DPMC, which is a material, nonwaiveable defect.

BE IT FURTHER RESOLVED, that the Board hereby rejects the three (3) remaining bids received for Field Lighting at John B. Geissinger Field pursuant to N.J.S.A. 18A:18A-22, as the bids substantially exceed the cost estimates and, as such, are unreasonable as to price on the basis of the cost estimates prepared on behalf of the Board; and

BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator is hereby authorized to re-advertise the project consistent with the needs and desires of the school district.

**RESOLUTION F-7 APPROVAL OF TENAFLY SCHOOL-AGE CHILD CARE (SACC) SUMMER PROGRAM FOR 2014**

BE IT RESOLVED that the Board of Education approves the operation of the tuition-based Tenafly School-Age Child Care (SACC) Summer Program from Tuesday, June 24 and end on Friday, August 1, 2014.

BE IT FURTHER RESOLVED that the Board of Education authorizes the use of the Middle School for this program.

**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 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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