



**PUBLIC SCHOOLS
TENAFLY BOARD OF EDUCATION**

**Meeting Date:
Tuesday, March 4, 2014**

BOARD OF EDUCATION MEETING

OPEN SESSION

CLOSED SESSION

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

OPEN SESSION

AGENDA

Reports/Presentations

Public Comments

Action Items:

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

Public Comments (2nd Opportunity)

Adjournment



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

March 4, 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	

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 – 6:00 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	E. Salaski
	B. Adequate Notice Statement	E. Salaski
	C. Roll Call	Y. Usami
	D. Pledge of Allegiance	E. Salaski
4.	Presentation – Class of 1978 Scholarship	E. Swift, A. Apice, E. Armaniaco
5.	Approval of Minutes • Regular Public & Closed Executive February 25, 2014	
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 • Fire & Security Drills for February 2014	Y. Usami
10.	Board Committee Reports • Joint Use Committee (<i>meeting 2-27-2014</i>)	Y. Usami
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	
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.	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.	
15.	Adjournment	

FIRE DRILLS & SECURITY DRILLS 2013-2014 SCHOOL YEAR						
MO.	HIGH	MIDDLE	MACKAY	MAUGHAM	SMITH	STILLMAN
Feb. 2014	2/20/14 p.m. 2/24/14 p.m.	2/24/14 p.m. 2/25/14 a.m.	2/20/14 a.m. 2/28/14 a.m.	2/24/14 a.m. 2/25/14 a.m.	2/20/14 a.m. 2/14/14 p.m.	2/20/14 p.m. 2/24/14 p.m.
	Security/ Lockdown Drill:	Security/ Evacuation Drill:	Security/ Shelter-in-Place Drill:	Security/ Lockdown Drill:	Security/ Lockdown Drill:	Security/ Lockdown Drill:
	2/27/14 a.m.	2/11/14 p.m.	2/26/14 p.m.	2/27/14 a.m.	2/27/14 a.m.	2/27/14 a.m.

The following resolutions are recommended by the Superintendent of Schools:

PERSONNEL

RESOLUTION P-1	SUBSTITUTES
RESOLUTION P-2	RESIGNATIONS
RESOLUTION P-3	EXTENSION OF LEAVE OF ABSENCE FOR MAUGHAM TEACHER
RESOLUTION P-4	TRANSFER OF 19 HOUR A WEEK PARAPROFESSIONAL TO 30 HOUR A WEEK PARAPROFESSIONAL POSITION
RESOLUTION P-5	CREATION OF ADDITIONAL 30 HOUR A WEEK PARAPROFESSIONAL POSITION AT STILLMAN SCHOOL
RESOLUTION P-6	HIRES
RESOLUTION P-7	LEAVE OF ABSENCE FOR MIDDLE SCHOOL SPECIAL ED TEACHER
RESOLUTION P-8	APPROVAL OF HOME INSTRUCTORS

ADMINISTRATION

RESOLUTION A-1	RESOLUTION A-1 SECOND READING OF P1240, R1240; P3142, R3142; P3144, R3144; P4146, R4146; P3221, R3221; P3222, R3222; P3223, R3223; P3224, R3224
RESOLUTION A-2	APPROVAL TO AFFIRM THE SUPERINTENDENT'S DECISION IN THE FOLLOWING HIB INVESTIGATIONS

CURRICULUM

RESOLUTION C-1	APPROVAL OF HIGH SCHOOL TRIP TO NORTHERN N.J. JUNIOR SCIENCE AND HUMANITIES SYMPOSIUM
RESOLUTION C-2	HIGH SCHOOL DISTRICT CONVENTION – KEY CLUB

SPECIAL EDUCATION

RESOLUTION S-1	APPROVAL OF TRANSPORTATION CONTRACT
RESOLUTION S-2	APPROVAL OF SETTLEMENT AGREEMENT
RESOLUTION S-3	APPROVAL OF SETTLEMENT AGREEMENT
RESOLUTION S-4	RESCIND 12 MONTH PLACEMENT 2013-2014
RESOLUTION S-5	APPROVAL OF 10 MONTH PLACEMENT 2013-2014

FINANCE

RESOLUTION F-1	APPROVAL OF BILLS FOR FEBRUARY 21 THROUGH FEBRUARY 28, 2014
RESOLUTION F-2	PAYROLL FOR FEBRUARY 2014
RESOLUTION F-3	APPROVAL OF ENRICHMENT SUMMER SCHOOL PROGRAM DATES FOR 2014
RESOLUTION F-4	APPROVAL OF TUITION RATES FOR REVIEW AND ENRICHMENT SUMMER SCHOOL PROGRAMS FOR 2014
RESOLUTION F-5	APPROVAL OF 2014 SUMMER SCHOOL SALARY GUIDE
RESOLUTION F-6	APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT



REGULAR PUBLIC SESSION

PERSONNEL

RESOLUTION P-1 SUBSTITUTES

BE IT RESOLVED that the substitute with New Jersey teacher certifications 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
Beverly Levinson	M.S.	English, Elementary & Elem w/Social Studies	Education Curriculum and Administration
Joanne Wisniewski	M.S.	Math, Social Studies	Social Studies/Education

RESOLUTION P-2 RESIGNATIONS

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

NAME	REASON	EFFECTIVE DATE
Susan Toth Teacher of Physical Education Middle School	Retirement	June 30, 2014
Leah Sinisi Kindergarten Maugham School	Personal	June 30, 2014
Reina Pattner Grade 5 teacher Maugham	Retirement	June 30, 2014
Cindy Seyrek 19 hr. a week Paraprofessional - Stillman	Personal	February 28, 2014

RESOLUTION P-2 EXTENSION OF LEAVE OF ABSENCE FOR MAUGHAM TEACHER

BE IT RESOLVED that the Board approves an extension of medical leave for Maugham School Grade 2 teacher Cheryl Shaw through the end of March 2014.

RESOLUTION P-3 TRANSFER OF 19 HOUR A WEEK PARAPROFESSIONAL TO 30 HOUR A WEEK PARAPROFESSIONAL POSITION

BE IT RESOLVED that the Board approves the following transfer effective March 3, 2014:

NAME	CURRENT POSITION	NEW POSITION
Christie Nobre	19 hour a week Paraprofessional - Stillman	30 hour a week Paraprofessional with toileting stipend of \$1,000 prorated Stillman Class for Students with Autism

RESOLUTION P-4 CREATION OF ADDITIONAL 30 HOUR A WEEK PARAPROFESSIONAL POSITION AT STILLMAN SCHOOL

BE IT RESOLVED that the Board creates an additional 30-hour a week Paraprofessional position that includes a toileting stipend for the Stillman School Class for Student with Autism.

RESOLUTION P-5 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
Daniel Johnson Leave replacement teacher Music – Maugham School	2/26/14 - 5/1/14	Per diem based on B.A., Step 1-2 for days worked
Meghan Mitchell Leave replacement teacher Maugham Grade 2	2/10/14 - 3/31/14	Per diem based B.A., Step 1-2 for days worked

RESOLUTION P-6 LEAVE OF ABSENCE FOR MIDDLE SCHOOL SPECIAL ED TEACHER

BE IT RESOLVED that the Board, in accordance with Article VI, B and C, grants Kristen Barrett-Barnes, Middle School Special Education teacher an unpaid child-rearing leave of absence under the Family Medical Leave Act on or about the first week in September for no more than 12 weeks followed by an unpaid leave through January 23, 2015.

RESOLUTION P-7 APPROVAL OF HOME INSTRUCTORS

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

NAME	CERTIFICATION	STATUS
Mark Sernatinger	Spanish Teacher	Tenafly High School teacher
Jillian Emma	Elementary K-5	Stillman School teacher

ADMINISTRATION

RESOLUTION A-1 SECOND READING OF P1240, R1240; P3142, R3142; P3144,R3144; P4146, R4146; P3221,R3221; P3222, R3222; P3223, R3223; P3224, R3224

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

P1240 Evaluation of Superintendent (M) (Revised)

R1240 Evaluation of Superintendent (M) (Revised)

P3142 Nonrenewal of Nontenured Teaching Staff Member (Revised)

R3142 Nonrenewal of Nontenured Teaching Staff Member (Revised)

P3144 Certification of Tenure Charges (Revised)

R3144 Certification of Tenure Charges (Revised)

P4146 Nonrenewal of Nontenured Support Staff Member (Revised)

R4146 Nonrenewal of Nontenured Support Staff Member (Revised)

P3221 Evaluation of Teachers (M) (New)

R3221 Evaluation of Teachers (M) (New)

- P3222** Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (New)
- R3222** Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (New)
- P3223** Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (New)
- R3223** Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (New)
- P3224** Evaluation of Principals, Vice Principals, and Assistant Principals (M) (New)
- R3224** Evaluation of Principals, Vice Principals, and Assistant Principals (M) (New)

RESOLUTION A-2 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 the HIB Investigation Numbers 2014-14/TMS-4; 2014-15/THS-10; 2014-16/MG-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.

CURRICULUM

RESOLUTION C-1 APPROVAL OF HIGH SCHOOL TRIP TO NORTHERN N.J. JUNIOR SCIENCE AND HUMANITIES SYMPOSIUM

BE IT RESOLVED that the Board of Education approve the **High School Trip** to Northern N.J. Junior Science and Humanities Symposium at Rutgers University on March 24-25, 2014.

RESOLUTION C-2 HIGH SCHOOL DISTRICT CONVENTION – KEY CLUB

BE IT RESOLVED that the Board of Education approve the High School District Convention Key Club trip from March 28-30, 2014 to Ocean Plaza Convention Center in Long Branch, New Jersey.

SPECIAL EDUCATION

RESOLUTION S-1 APPROVAL OF TRANSPORTATION CONTRACT

WHEREAS, a student (#783) who is eligible for special education and related services and whose name is on file in the Superintendent's office of the Tenafly Board of Education (hereinafter referred to as the "Board") has been placed by Bergen's Promise at a residential facility; and

WHEREAS, the student requires transportation to and from said facility and the student's out-of-district school; and

WHEREAS, the Board is responsible for providing said transportation; and

WHEREAS, the Monmouth-Ocean Educational Services Commission has proposed a contract to provide said transportation in an amount not to exceed Three Thousand Dollars (\$3,000) from February 6, 2014 through June 30, 2014, which contract is on file at the Board office; and

WHEREAS, it is impracticable for the Board to solicit quotations for said transportation services; and

WHEREAS, the Board determines that the cost of transportation services as proposed is fair and reasonable and as such the contract as proposed by Monmouth-Ocean Educational Services Commission is most advantageous to the Board, price and other factors considered;

NOW, THEREFORE, BE IT RESOLVED THAT the Board hereby approves the contract with Monmouth-Ocean Educational Services Commission;

BE IT FURTHER RESOLVED THAT Board President and the School Business Administrator/Board Secretary are hereby authorized to execute said contract and any and all documents necessary to effectuate this Resolution. The School Business Administrator/Board Secretary shall submit all required documents to the Executive County Superintendent in accordance with the regulations governing student transportation.

RESOLUTION S-2 APPROVAL OF SETTLEMENT AGREEMENT

BE IT RESOLVED by the Tenaflly Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the Parents of a student (#445) 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 Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

RESOLUTION S-3 APPROVING SETTLEMENT AGREEMENT

BE IT RESOLVED by the Tenaflly Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the Parents of a student (#805) 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 Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

RESOLUTION S-4 RESCIND 12 MONTH PLACEMENT 2013-2014

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

STUDENT	SCHOOL	TYPE	TUITION
#773 –	Union County Educational Services Commission	Public	\$19,645.20 Pro-rated End date: 02/17/2014

RESOLUTION S-5 APPROVAL OF 10 MONTH PLACEMENT 2013 -2014

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

STUDENT	SCHOOL	TYPE	TUITION
#773 –	Venture Program	BCSS	\$35,778.40 Pro-rated Start date: 02/19/2014

FINANCE

RESOLUTION F-1 APPROVAL OF BILLS FOR FEBRUARY 21 THROUGH FEBRUARY 28, 2014

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$2,897,684.55 for February 21 through February 28, 2014, as shown on the **February 21-28 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	\$104,061.79
11	General Current Expense	\$2,687,618.56
12	Capital Outlay	\$56,374.46
20	Special Revenue Funds	\$3,843.15
50	Enterprise Fund	\$9,633.34
60	Trust and Agency Funds	\$36,153.25
TOTAL		\$2,897,684.55

RESOLUTION F-2 PAYROLL FOR FEBRUARY 2014

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

PAYROLL	
Date	Amount
2/14/14	\$1,779,557.25
2/28/14	\$1,819,932.53

RESOLUTION F-3 APPROVAL OF ENRICHMENT SUMMER SCHOOL PROGRAM DATES FOR 2014

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 2014. The programs will begin on Tuesday, June 24, and end Wednesday, July 23, 2014. 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 2014.

RESOLUTION F-4 APPROVAL OF TUITION RATES FOR REVIEW AND ENRICHMENT SUMMER SCHOOL PROGRAMS FOR 2014

BE IT RESOLVED that the following tuition rates be approved for the 2014 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	\$450	\$450

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-5 APPROVAL OF 2014 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
<u>First Year</u>	<u>2-4 Years</u>	<u>5 Years or More</u>
\$2,273	\$2,808	\$3,008

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).

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