



**TENAFLY PUBLIC SCHOOLS
TENAFLY BOARD OF EDUCATION**

**Meeting Date:
Tuesday, May 12, 2015**

BOARD OF EDUCATION MEETING

OPEN SESSION

CLOSED SESSION

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

OPEN SESSION

AGENDA

- **Personnel Resolutions**
- **Administration Resolutions**
- **Curriculum Resolutions**
- **Finance Resolutions**

Public Comments (2nd Opportunity)

Adjournment



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

May 12, 2015

Hegelein Building, 500 Tenafly Road, Tenafly, NJ 07670

Board of Education

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

Ms. Stephanie Addison-Fontaine	Mr. Mark Aronson
Mr. Sam A. Bruno	Ms. Janet I. Horan
Ms. Eileen D. Pleva	Mr. Richard H. 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
[2014-2015]
Emma Bochner, Senior
Aliya (Allie) Shamus, Junior

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

1.	OPEN SESSION – 7:15 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	
4.	A. Call to Order B. Adequate Notice Statement C. Roll Call D. Pledge of Allegiance	E. Salaski E. Salaski Y. Usami E. Salaski
5.	Presentation • Mackay Showcase “Student Council Healthy Lifestyle Campaign ”	J. Fabbo/B. Lyons
6.	Approval of Minutes • Budget Hearing Meeting and Closed Executive Meeting of April 28, 2015	
7.	Board President’s Report	E. Salaski
8.	Superintendent’s Report	L. Trager
9.	Student Representatives’ Report	E. Bochner/A. Shamus
10.	Board Secretary’s Report • Fire and Security Drills for April	Y. Usami
11.	New Business for Discussion at Future Meetings	E. Salaski
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.	<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>	
15.	<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.	
16.	Adjournment	

MOTION TO ENTER INTO CLOSED SESSION ON May 12, 2015

WHEREAS, the Tenafly Board of Education has been formed pursuant to applicable New Jersey Statutes; and

WHEREAS, the Board is charged with the responsibility of performing all acts and doing all things, consistent with law and the rules of the State Board of Education, necessary for the lawful and proper conduct, equipment and maintenance of the public schools and public school property of the Tenafly Public School District; and

WHEREAS, Section 7 of the Open Public Meetings Act (N.J.S.A. 10-4-12) permits the exclusion of the public (“Closed Session”) from a meeting of the Board in certain circumstances; and

WHEREAS, the Board has determined that circumstances exist for such a Closed Session;

WHEREAS, the Board has found the action described below to be necessary and proper;

NOW, THEREFORE, BE IT RESOLVED by the Board on the date indicated above that:

- 1.) The public shall be excluded from discussion of and action on the Closed Session herein set forth.
- 2.) The subject matter to be discussed is as follows: Discussion of non-bargaining unit salary; personnel matters; suspensions; and HIB Report
- 3.) The Board will return to Open Session at approximately 8:00 p.m.

No formal action will be taken.

FIRE DRILLS & SECURITY DRILLS 2014-2015 SCHOOL YEAR						
Month	HIGH	MIDDLE	MACKAY	MAUGHAM	SMITH	STILLMAN
APRIL Fire Drills	Completed	Completed	Completed	Completed	Completed	Completed
APRIL Security Drills	Security/ Evacuation (Bomb Threat)	Security/ Evacuation (Bomb Threat)	Security/ Evacuation (Bomb Threat)	Security/ Evacuation (Bomb Threat)	Security/ Evacuation	Security/ Shelter-in-Place

The following resolutions are recommended by the Superintendent of Schools during the Regular Public Session:

PERSONNEL

RESOLUTION P-1	APPROVAL OF SUBSTITUTES
RESOLUTION P-2	RESIGNATIONS

RESOLUTION P-3	HIRES
RESOLUTION P-4	TERMINATION OF EMPLOYMENT OF PARAPROFESSIONALS
RESOLUTION P-5	APPROVAL OF CONTRACTS FOR NON-UNION STAFF
RESOLUTION P-6	LEAVE OF ABSENCE
RESOLUTION P-7	APPROVAL OF CONTRACT FOR ASSISTANT TO THE SUPERINTENDENT FOR SPECIAL SERVICES
RESOLUTION P-8	APPROVAL OF CONTRACT FOR ASSISTANT TO THE SUPERINTENDENT FOR TEACHER EVALUATION AND EFFECTIVENESS
RESOLUTION P-9	APPROVAL OF CONTRACT FOR ASSISTANT TO THE SUPERINTENDENT FOR HUMAN RESOURCES

ADMINISTRATION

RESOLUTION A-1	SECOND READING OF POLICY 2468, POLICY 2469, POLICY 5339, POLICY 9150
RESOLUTION A-2	APPROVAL TO AFFIRM THE SUPERINTENDENT'S DECISION IN HIB INVESTIGATIONS

CURRICULUM

RESOLUTION C-1	APPROVAL OF TENAFLY HIGH SCHOOL STUDENT AS AN INDEPENDENT COMPETITOR IN THE FIELD OF GYMNASTICS
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FINANCE

RESOLUTION F-1	BOARD SECRETARY'S REPORT FOR APRIL 2015
RESOLUTION F-2	TREASURER'S REPORT FOR APRIL 2015
RESOLUTION F-3	APPROVAL OF BILLS FOR APRIL 23 THROUGH APRIL 30, 2015
RESOLUTION F-4	APPROVAL OF BILLS FOR MAY 1 THROUGH MAY 6, 2015
RESOLUTION F-5	TRANSFERS FOR APRIL 2015
RESOLUTION F-6	PAYROLL FOR APRIL 2015
RESOLUTION F-7	APPROVAL OF TECHNOLOGY LEASE PURCHASE THROUGH STATE CONTRACT
RESOLUTION F-8	APPROVAL OF REIMBURSEMENT RESOLUTION FOR TECHNOLOGY LEASE PURCHASE PROGRAM
RESOLUTION F-9	APPROVAL OF DISTRICT TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENT

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REGULAR PUBLIC SESSION

PERSONNEL

RESOLUTION P-1 APPROVAL OF 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 2014-2015 school year in accordance with Senate Bill #851 regarding criminal history background check:

NAME	DEGREE	CERTIFICATION	MAJOR/MINOR
Caitlin Callahan	B.A.	Elem. Ed-Special Ed cert. in process	Elem/Special Ed

RESOLUTION P-2 RESIGNATIONS

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

NAME AND POSITION	REASON	EFFECTIVE DATE
Kathleen Kirschbaum Art Teacher – High School	Retirement	June 30, 2015
Maria Reinecke Middle School – Teacher of Technology/ Computers	Retirement	June 30, 2015
Helaine Utzinger Art teacher – Maugham School	Personal	June 30, 2015

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
Tracey DiLuzio Leave replacement for Social Studies M.S.	5/11/15-6/23/15	Per diem based on B.A., Step 1-3 \$51,215 annual For days worked
Victoria Solis Teacher of Science -MS	8/31/15-6/30/16	M.A.+32, Step 12 \$74,815 annual *

*salary may be adjusted at the successful conclusion of negotiations

RESOLUTION P-4 TERMINATION OF EMPLOYMENT OF PARAPROFESSIONALS

BE IT RESOLVED that the Board terminates the employment of the following Paraprofessionals effective June 30, 2015:

NAME	POSITION	LOCATION
Jina Yang-Choi	Special Ed Para -19 hrs. a week	Mackay
Kristen Hayward	Special Ed Para-19 hrs. a week	Mackay
Kristen King	Special Ed Para-19 hrs. a week	Maugham

Diane Bussanich	Special Ed Para-19 hrs. a week	Maugham
Juli O'Neill	Special Ed Para-19 hrs. a week	Maugham
Elizabeth Bosca	Special Ed Para-19 hrs. a week	Stillman
Tiffany Rosado	Special Ed Para-19 hrs. a week	Stillman
Ashley Crowe	Special Ed Para-19 hrs. a week	Stillman

RESOLUTION P-5 APPROVAL OF CONTRACTS FOR NON-UNION STAFF

BE IT RESOLVED that the Board approves contracts for the following non-union staff for the 2015-16 school year at the salaries indicated:

<u>NAME</u>	<u>POSITION</u>	<u>2015-16 SALARY</u>
Xavier Benitez	Network Administrator	83,778
Debra Besold	Assistant to Business Administrator	80,003
Robert Caputo	Technology Coordinator	126,442
Joan Chromey	Accounting Analyst	70,763
Maureen Duffy	Exec. Secretary to Assistant Supt.	70,649
Donna Fairless	Payroll Accountant	65,417
Carlos Garcia	District Media Specialist	53,846
Laureen Haight	Exec. Secretary to Business Admin.	81,401
Edwin Lopez	Junior Technician	31,580
Elaine Lucignoli	Data Coordinator	70,023
Darwin Rubio	Computer Technician	30,810
Sharon Strompf	Exec. Secretary to Superintendent	77,308
Barbara Tunis	Confidential Secretary-Human Resources	71,899
Felix Villegas	Junior Technician	32,212
Deborah White	Technician-Technology	51,515
Andrew Wojtowicz	Network Engineer	120,039

RESOLUTION P-6 LEAVE OF ABSENCE

BE IT RESOLVED that the Board, in accordance with Article VI., B. and C. of the Teachers' contract, grants Amy Trochanowski, Middle School Special Education teacher, an unpaid leave under the Family Medical Leave Act beginning August 31, 2015 following the birth of her expected July 26, 2015, for no more than twelve weeks to be followed by an unpaid child-rearing leave through June 2016.

RESOLUTION P-7 APPROVAL OF CONTRACT FOR ASSISTANT TO THE SUPERINTENDENT FOR SPECIAL SERVICES

BE IT RESOLVED that the Board approves a renewal of contract for Suzanne Bassett as the Assistant to the Superintendent for Special Services for the 2015-16 school year at an annual salary of \$162,771.

RESOLUTION P-8 APPROVAL OF CONTRACT FOR ASSISTANT TO THE SUPERINTENDENT FOR TEACHER EVALUATION AND EFFECTIVENESS

BE IT RESOLVED that the Board approves a renewal of contract for Marc Gold to the 10.5 month position of Assistant to the Superintendent for Teacher Evaluation and Effectiveness for the 2015-16 school year at an annual salary of \$153,988.

RESOLUTION P-9 APPROVAL OF CONTRACT FOR ASSISTANT TO THE SUPERINTENDENT FOR HUMAN RESOURCES

BE IT RESOLVED that the Board approves a renewal of contract for Teresa Collins to the 12 month position of Assistant to the Superintendent for Human Resources at a salary of \$159,988.

ADMINISTRATION

RESOLUTION A-1 SECOND READING OF POLICY 2468, POLICY 2469, POLICY 5339, POLICY 9150

BE IT RESOLVED that the Board of Education will have the second reading of the following Policies and Regulations:

Policy 2468 Independent Educational Evaluations (revised)

Policy 2469 Special Education Evaluations (new)

Policy 5339 Screening for Dyslexia (new)

Policy 9150 School Visitors (revised)

RESOLUTION A-2 APPROVAL TO AFFIRM THE SUPERINTENDENT'S DECISION IN HIB INVESTIGATIONS

BE IT RESOLVED that the Tenaflly Board of Education (hereinafter referred to as the "Board") hereby affirms the Superintendent's decisions in HIB Investigation Numbers, 2014-15/14, SM-3; 2014-15/15, SM-4; 2014-15/16, TMS-8; 2014-15/17, TMS-9; 2014-15/18, TMS-10; 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 TENAFLY HIGH SCHOOL STUDENT AS AN INDEPENDENT COMPETITOR IN THE FIELD OF GYMNASTICS

BE IT RESOLVED that the Board of Education approve a Tenaflly High School Student Athlete as an Independent Competitor in the field of gymnastics with Ridgewood High School as the host school.

FINANCE

RESOLUTION F-1 BOARD SECRETARY'S REPORT FOR APRIL 2015

BE IT RESOLVED that the **Board Secretary's report** for the month of April 2015, 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-2 TREASURER'S REPORT FOR APRIL 2015

BE IT RESOLVED that the **Treasurer's report** for the month of April 2015, be accepted as submitted and filed in the official minutes of this meeting.

RESOLUTION F-3 APPROVAL OF BILLS FOR APRIL 23 THROUGH APRIL 30, 2015

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$1,940,327.93 for April 23 through April 30, 2015 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:

	Totals	Fund
(10)	General Fund	\$102,603.68
(11)	General Current Expense	1,826,444.67
(20)	Special Revenue Funds	\$1,912.50
(50)	Enterprise Fund	\$9,367.08
	TOTAL	\$1,940,327.93

RESOLUTION F-4 APPROVAL OF BILLS FOR MAY 1 THROUGH MAY 6, 2015

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$238,353.07 for May 1 through May 6, 2015 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:

	Totals	Fund
(11)	General Current Expense	\$206,647.21
(12)	Capital Outlay	\$7,338.30
(20)	Special Revenue Funds	\$2,458.00
(50)	Enterprise Fund	\$500.00
(60)	Trust and Agency Funds	\$21,409.56
	TOTAL	\$238,353.07

RESOLUTION F-5 TRANSFERS FOR APRIL 2015

BE IT RESOLVED that the Board of Education approves transfers for the 2014-2015 school budget in a report dated April 30, 2015, 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-6 PAYROLL FOR APRIL 2015

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

PAYROLL	
Date	Amount
4/15/15	\$1,918,198.42
4/30/15	\$1,798,742.44

RESOLUTION F-7 APPROVAL OF TECHNOLOGY LEASE PURCHASE THROUGH STATE CONTRACT

WHEREAS, the Tenafly Board (hereinafter referred to as the "Board") has determined that it is necessary and advisable to purchase technology equipment and services for the Virtual Desktop Infrastructure (VDI) platform pursuant to State Contract #M7000 and Contract #M0483 (hereinafter referred to as the "equipment and services"); and

WHEREAS, the Board has solicited quotations from State contractors in accordance with the Method of Operation; and

WHEREAS, Presidio Networked Solution Group, LLC (hereinafter referred to as "Presidio") through equipment providers, Cisco Systems, Inc. and EMC Corporation, submitted the lowest quotation of \$1,701,194.27, which is most advantageous, price and other factors considered and the Board desires to acquire the equipment and services pursuant to State Contract No. 87720 and State Contract No. 75580 through a lease purchase; and

WHEREAS, the Board will go out to bid for the financing of the equipment and services through Middlesex Regional Educational Services Commission (MRESC) acting as the lease purchase bid coordinator;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the lease purchase of the equipment and services pursuant to State Term Contract No. M7000 and M0483 and State Contract No. 87720 and 75580.

F-8 APPROVAL OF REIMBURSEMENT RESOLUTION FOR TECHNOLOGY LEASE PURCHASE PROGRAM

RESOLUTION OF THE TENAFLY BOARD OF EDUCATION DECLARING ITS INTENTION TO REIMBURSE ITSELF FROM THE PROCEEDS OF A TAX-EXEMPT FINANCING FOR EQUIPMENT FOR VIRTUAL DESKTOP INFRASTRUCTURE EXPENDITURES MADE

AND/OR TO BE MADE IN CONNECTION WITH THE ACQUISITIONS MADE DURING A TECHNOLOGY LEASE PURCHASE PROJECT

WHEREAS, the Tenafly Board of Education (the "Lessee") is a political subdivision organized and existing under the laws of New Jersey; and

WHEREAS, the Lessee will pay, on and after the date hereof, equipment for Virtual Desktop Infrastructure (VDI) expenditures (the "Expenditures") in connection with the technology lease purchase project (the "Project"); and

WHEREAS, the BUSINESS ADMINISTRATOR of the Lessee (the "Board") has determined that the money to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Lessee for the Expenditures from the proceeds of one or more issues of tax-exempt obligations (the "Obligations");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Section 1. The Board hereby declares the Lessee's intent to reimburse the Lessee with the proceeds of the Obligations for the Expenditures with respect to the Project made on and after the date hereof. The Lessee reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Obligations.

Section 2. Each Expenditure [was and] will be (a) of a type properly chargeable to the appropriate account under general federal income tax principles (determined in each case as of the date of the Expenditure) and (b) complies with all applicable General Fund regulations and regulations of the State of New Jersey.

Section 3. The maximum cost of the Project is not to exceed \$1,800,000.00.

Section 4. The Lessee will make a reimbursement allocation, which is a written allocation by the Lessee that evidences the Lessee's use of proceeds of the Obligations to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Division recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, expenditures by "small Lessees" (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

Section 5. This resolution shall take effect immediately upon its passage.

RESOLUTION F-9 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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