



**TENAFLY PUBLIC SCHOOLS  
TENAFLY BOARD OF EDUCATION**

**Meeting Date:  
Tuesday, December 15, 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**
- **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

December 15, 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 Horan      |
| Ms. Eileen D. Pleva            | Mr. Richard H. 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  
[2015-2016]

Aliya (Allie) Shamus, Senior  
Erin Aslami, Junior

Administrators

Mr. Jim Morrison  
Mr. John Fabbo  
Ms. Jennifer Ferrara  
Ms. Brenda Yoo  
Ms. Sue Jain  
Ms. Gayle Lander

|     |  |  |
|-----|--|--|
| 1.  | OPEN SESSION – 5:00 p.m.<br>– Regular Public Meeting   |  |
| 2.  | CLOSED SESSION<br>– Board will go immediately into Closed Session  |  |
| 3.  | OPEN SESSION – 8:00 p.m.<br>– Regular Public Meeting   |  |
| 4.  | A. Call to Order<br>B. Adequate Notice Statement<br>C. Roll Call<br>D. Pledge of Allegiance  | E. Salaski<br>E. Salaski<br>Y. Usami<br>E. Salaski |
| 5.  | Presentation/Showcase<br>• THS – Science Research Project from the Siemen’s Science Winners  | H. Coyle   |
| 6.  | Approval of Minutes<br>• <a href="#">Board Retreat</a> and <a href="#">Closed Meeting</a> of November 10, 2015<br>• <a href="#">Regular Public</a> Meeting of November 17, 2015  |  |
| 7.  | Board President’s Report   | E. Salaski   |
| 8.  | Superintendent’s Report  | L. Trager  |
| 9.  | Board Secretary’s Report<br>• Fire & Security Drills for November<br>• Payroll Verification  | Y. Usami   |
| 10. | Student Representatives’ Report  | A. Shamus<br>E. Aslami                             |
| 11. | Reports/Discussions<br>• Lerch Vinci Audit Report<br>• PARCC Results   | D. Japhet<br>B. Laudicina                          |
| 12. | Board Committee Reports<br>• <a href="#">Facilities Committee</a><br>• <a href="#">Finance Committee</a>   | April Uram<br>Mark Aronson                         |
| 13. | New Business for Discussion at Future Meetings   | E. Salaski   |
| 14. | <u>Public Comments – Agenda</u><br>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.  |  |
| 15. | Action Items   |  |
| 16. | <u>Public Comments – Second Opportunity –</u><br>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> |  |
| 17. | <u>Adjournment to Closed Session</u><br>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.   |  |
| 18. | Adjournment  |  |

| FIRE DRILLS<br>&<br>SECURITY DRILLS<br>2015-2016 SCHOOL YEAR |  |   |                             |                             |  |  |
|--|--|---|-----------------------------|-----------------------------|--|--|
| MONTH  | HIGH   | MIDDLE  | MACKAY                      | MAUGHAM                     | SMITH  | STILLMAN                                       |
| NOVEMBER<br>Fire Drills                                      | Completed                                      | Completed   | Completed                   | Completed                   | Completed  | Completed                                      |
| NOVEMBER<br>Security<br>Drills                               | Security Drill/<br>Evacuation<br>(Bomb Threat) | Security Drill/<br>Lockdown<br>&<br>Entire 7 <sup>th</sup> grade<br>was trained on<br>bus safety. | Security Drill/<br>Lockdown | Security Drill/<br>Lockdown | Security Drill/<br>Lockdown<br>(Active<br>Shooter) | Security Drill/<br>Evacuation<br>(Bomb Threat) |

**MOTION TO ENTER INTO CLOSED SESSION ON DECEMBER 15, 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:
  - TEA Contract
  - HIB and Suspensions
  - Lease with Borough for the HS Parking Lot
- 3.) The Board will return to Open Session at approximately 8:00 p.m.

No formal action will be taken.

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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  | APPROVAL OF EXTRA COMPENSATION APPOINTMENT   |
| RESOLUTION P-5  | CHANGE IN ASSIGNMENT OF ELEMENTARY TEACHER OF ENGLISH LANGUAGE LEARNERS              |
| RESOLUTION P-6  | LEAVE OF ABSENCE FOR SMITH SCHOOL TEACHER  |
| RESOLUTION P-7  | LEAVE OF ABSENCE FOR HIGH SCHOOL SOCIAL STUDIES TEACHER                              |
| RESOLUTION P-8  | LEAVE OF ABSENCE FOR MACKAY/MAUGHAM INSTRUMENTAL MUSIC TEACHER                       |
| RESOLUTION P-9  | LEAVE OF ABSENCE FOR HIGH SCHOOL SPECIAL EDUCATION TEACHER                           |
| RESOLUTION P-10 | LEAVE OF ABSENCE FOR SMITH KINDERGARTEN TEACHER                                      |
| RESOLUTION P-11 | APPROVAL OF ATHLETIC AIDES   |
| RESOLUTION P-12 | TRANSFER OF PARAPROFESSIONAL POSITION FROM MAUGHAM SCHOOL TO STILLMAN SCHOOL         |
| RESOLUTION P-13 | TRANSFER OF PARAPROFESSIONAL FROM 19 HOUR A WEEK POSITION TO 30 HOUR A WEEK POSITION |
| RESOLUTION P-14 | APPOINTMENTS TO HOME INSTRUCTOR LIST   |
| RESOLUTION P-15 | APPROVAL OF TOILETING STIPEND FOR PARAPROFESSIONAL                                   |

**ADMINISTRATION**

|                |   |
|----------------|---|
| RESOLUTION A-1 | APPROVAL OF NEW CONTRACT WITH TENAFLY EDUCATION ASSOCIATION (TEA)   |
| RESOLUTION A-2 | FIRST READING OF POLICY 3223, REGULATION 3223, POLICY 3431.1, POLICY 4431.1, POLICY 5337, POLICY 5516 AND POLICY 5756 |
| RESOLUTION A-3 | TENAFLY EDUCATIONAL FOUNDATION  |
| RESOLUTION A-4 | APPROVAL OF AMENDED 2016-2017 SCHOOL CALENDAR   |

**SPECIAL EDUCATION**

|                |  |
|----------------|--|
| RESOLUTION S-1 | APPROVAL OF ADDENDUM TO THE SETTLEMENT AGREEMENT AND RELEASE |
| RESOLUTION S-2 | APPROVAL OF TEN MONTH PLACEMENT 2015-2016                    |
| RESOLUTION S-3 | AMEND 10 MONTH PLACEMENT 2015-2016                           |

**FINANCE**

|                |  |
|----------------|--|
| RESOLUTION F-1 | BOARD SECRETARY'S REPORT FOR NOVEMBER 2015 |
| RESOLUTION F-2 | TREASURER'S REPORT FOR NOVEMBER 2015       |

|                |  |
|----------------|--|
| RESOLUTION F-3 | APPROVAL OF BILLS FOR NOVEMBER 13 THROUGH NOVEMBER 30, 2015              |
| RESOLUTION F-4 | APPROVAL OF BILLS FOR DECEMBER 1 THROUGH DECEMBER 9, 2015                |
| RESOLUTION F-5 | TRANSFERS FOR NOVEMBER 2015  |
| RESOLUTION F-6 | ACCEPTANCE OF THE 2014-2015 AUDIT  |
| RESOLUTION F-7 | APPROVAL OF THE 2014-2015 CORRECTIVE ACTION PLAN                         |
| RESOLUTION F-8 | APPROVAL TO APPROPRIATE FY 2013-2014 SPECIAL EDUCATION EXTRAORDINARY AID |
| 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 2015-2016 school year in accordance with Senate Bill #851 regarding criminal history background check:

| NAME             | DEGREE                     | CERTIFICATION   | MAJOR/MINOR        |
|------------------|----------------------------|---|--------------------|
| Adriana Buciuc   | M.S.N.                     | Registered NJ Nurse                                       | Nursing            |
| Tara Corbett     | B.A. in Ed.<br>In progress | County sub license  | Elementary Ed.     |
| Natalia DeBonis, | B.A.                       | County sub license  | Speech Pathology   |
| Alfred Epstein   | M.A.                       | Teacher of Industrial Arts                                | Industrial Arts/Ed |
| Keri Focarino    | B.A. in Ed.<br>In progress | County sub license<br>pending Completion of<br>paper work | Elementary Ed.     |

**RESOLUTION P-2 RESIGNATIONS**

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

| NAME AND POSITION   | REASON     | EFFECTIVE DATE    |
|---|------------|-------------------|
| Joy Argerakis<br>Teacher of math – High School                | Personal   | January 26, 2016  |
| Katherine Baker<br>.6 FTE Social Worker –Mackay School        | Personal   | January 22, 2016  |
| Elaine Lucignoli<br>District Data Coordinator                 | Retirement | February 29, 2016 |
| Brigita Harajda<br>30 hr. week -Paraprofessional -<br>Maugham | Personal   | December 3, 2015  |
| Caitlin Bahr<br>19 hr. week – Paraprofessional – HS           | Personal   | January 7, 2016   |

**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                          |
|--|--|--|
| Elizabeth Ahn<br>Teacher of Math – High  | 1/27/16-6/30/16  | M.A., Step 1-3<br>\$54,015* annual salary prorated |
| Keri Focarino<br>19 hr. a week Special Ed<br>Paraprofessional-Stillman           | 1/4/16-6/30/16   | \$20.21* an hour, 19 hours a week                  |
| Heather Lyons<br>19 hr. a week –Special Ed<br>Paraprofessional-Maugham           | Approx. 12/7/15-<br>6/30/16 –                            | \$20.21* an hour, 19 hours a week                  |
| Vanessa Mafla-Rubio<br>19 hr. a week-Special Ed<br>Paraprofessional-Stillman     | 12/17/15-6/30/16   | \$20.21* an hour, 19 hours a week                  |
| Melissa Schaadt<br>19 hr. a week-Special Ed<br>Paraprofessional-Middle<br>School | Approx. 1/4/16-<br>6/30/16<br>Pending print<br>clearance | \$20.21* an hour, 19 hours a week                  |
| William Stanton<br>On-call Substitute Custodian                                  | On call as needed<br>Pending print<br>clearance          | \$15.00 an hour                                    |

\*The hourly rate for paraprofessionals will be adjusted pending ratification by the T.E.A. and approval of the Board of Education for a contract on behalf of Paraprofessionals for the period July 2015 through June 2018.

**RESOLUTION P-4 APPROVAL OF EXTRA COMPENSATION APPOINTMENT**

BE IT RESOLVED that the Board approves the following extra compensation appointment for the 2015-16 school year:

| NAME         | EXTRA COMPENSATION POSITION     | STIPEND |
|--------------|---------------------------------|---------|
| James Sutera | Assistant Coach Boys' Wrestling | \$6,784 |

**RESOLUTION P-5 CHANGE IN ASSIGNMENT OF ELEMENTARY TEACHER OF ENGLISH LANGUAGE LEARNERS**

BE IT RESOLVED that the Board approves the following change in assignment for teacher of English Language Learners effective November 30, 2015:

| NAME                               | CURRENT ASSIGNMENT       | NEW ASSIGNMENT    |
|------------------------------------|--------------------------|-------------------|
| Carol Bierwas<br>Teacher of E.L.L. | .8 Mackay<br>.2 Stillman | 1.0 Mackay School |

**RESOLUTION P-6 LEAVE OF ABSENCE FOR SMITH SCHOOL TEACHER**

BE IT RESOLVED that the Board, in accordance with Article VI., B. and C. of the Teachers' contract, grants Smith School Grade 1 leave replacement teacher Marie Greene a maternity/disability leave of absence, using accumulated sick days effective March 14, 2016 not to exceed 30 calendar days after the birth of her baby expected March 21, 2016 to be followed by an unpaid child-rearing leave of absence under the FMLA for no more than 12 weeks to be followed, if necessary, by an unpaid leave through June 2016.

**RESOLUTION P-7 LEAVE OF ABSENCE FOR HIGH SCHOOL SOCIAL STUDIES TEACHER**

BE IT RESOLVED that the Board, in accordance with Article VI., B. and C. of the Teachers' contract, grants High School Social Studies teacher Cristina Cutrone a maternity/disability leave of absence, using accumulated sick days effective March 14, 2016 not to exceed 30 calendar days after the birth of her baby expected April 2, 2016, to be followed by an unpaid child-rearing leave of absence under the Family Medical Leave Act through June 2016.

**RESOLUTION P-8 LEAVE OF ABSENCE FOR MACKAY/MAUGHAM INSTRUMENTAL MUSIC TEACHER**

BE IT RESOLVED that the Board, in accordance with Article VI., B. of the Teachers' Contract grants Janet Lyman, Mackay & Maugham Instrumental Music teacher a disability leave of absence using accumulated sick days effective November 17, 2015 for approximately four weeks.

**RESOLUTION P-9 LEAVE OF ABSENCE FOR HIGH SCHOOL SPECIAL EDUCATION TEACHER**

BE IT RESOLVED that the Board, in accordance with Article VI., B. and C. of the Teachers' contract, grants High School Special Education teacher Alecia Sedlock a maternity/disability leave of absence, using accumulated sick days effective about April 1, 2016 not to exceed 30 calendar days after the birth of her baby expected April 10, 2016 to be followed by an unpaid child-rearing leave of absence under the Family Medical Leave Act for no more than twelve weeks through approximately mid-October 2016.

**RESOLUTION P-10 LEAVE OF ABSENCE FOR SMITH KINDERGARTEN TEACHER**

BE IT RESOLVED that the Board, in accordance with Article VI, B. of the Teachers' contract, grants Smith School Kindergarten teacher Kelly Newman a leave of absence for medical reasons using accumulated sick days for the period approximately December 21, 2015 through mid-January 2016.

**RESOLUTION P-11 APPROVAL OF ATHLETIC AIDES**

BE IT RESOLVED that the Board approves the following individuals as unpaid volunteer athletic aides:

| NAME             | SPORT               |
|------------------|---------------------|
| Justin Balsano   | Boys' Basketball    |
| Dominick Raguseo | Winter Indoor Track |



**RESOLUTION P-12 TRANSFER OF PARAPROFESSIONAL POSITION FROM MAUGHAM SCHOOL TO STILLMAN SCHOOL**

BE IT RESOLVED that the Board approves transferring a 30 hour Paraprofessional position that includes a toileting stipend from Maugham School to Stillman School.

**RESOLUTION P-13 TRANSFER OF PARAPROFESSIONAL FROM 19 HOUR A WEEK POSITION TO 30 HOUR A WEEK POSITION**

BE IT RESOLVED that the Board approves the following transfer:

| NAME               | CURRENT POSITION        | NEW POSITION  | EFFECTIVE DATES |
|--------------------|-------------------------|---|-----------------|
| Christiana Latunde | 19 hr. Paraprofessional | 30 hr. Paraprofessional Stillman School that includes toileting stipend | 12/7/15-6/30/16 |

**RESOLUTION P-14 APPOINTMENTS TO HOME INSTRUCTOR LIST**

BE IT RESOLVED that the Board approve the following as Home Instructors:

| NAME                               | LOCATION       | CERTIFICATION       |
|------------------------------------|----------------|---------------------|
| ALMAGUER, ARNOLD                   | MK             | ELEM K-8            |
| BARKER, LEIGH                      | HS             | SOC ST 6-12         |
| BARRETT, KENNETH                   | HS             | SOC STU K-12        |
| BONARD, CATHERINE                  | ST             | K-5 GENERAL ED      |
| BURDY, CAROLYN                     | MK             | ELEM K-8            |
| CARIDDI, SUZANNE                   | TMS            | MATH                |
| CHIZZIK, HEIDI                     | MK             | K-6                 |
| CINO, MAUREEN                      | SM             | ELEMENTARY          |
| COOK, BRIAN                        | TMS            | BIOLOGY K-12        |
| CUCINOTTA, DIANE                   | EMPL           | TOH                 |
| DeCASTRO, SANDRA                   | THS            | SPANISH             |
| DELTA-T**                          | out            | ALL SUBJECTS        |
| DeVRIES, CHRISTIAN                 | THS            | TOH                 |
| EDUCATION, INC. ***                | outside agency | ALL SUBJECTS        |
| EDUCERE, LLC ***                   | outside        | ONLINE SUBJ         |
| FOUR WINDS HOSPITAL**              | outside        | ALL SUBJECTS        |
| GEN'L HEALTHCARE RESOURCES***      | outside        | ALL SUBJECTS        |
| GIBLIN, ELIZABETH                  | HS             | ELEMENTARY          |
| GUERRERO, CLAUDIA                  | MK             | SPANISH             |
| HALLIWELL, JENNIFER                | HS             | BIOLOGICAL SCI      |
| HAMPSON, LORI                      | HS             | ENGLISH             |
| HELMIS, ALEXANDRA                  | HS             | ENGLISH K-12        |
| HONG, SUNNY (SUB)                  | SUB            | MATH                |
| KEOMURJIAN, CELIA (MATLOA OCT-MAR) | MG             | K-5                 |
| KORZELIUS, JASON                   | TMS            | SOCIAL STUDIES      |
| KRISTAN, KRISTIAN                  | MS             | SOCIAL STUDIES 6-12 |
| Amanda Lentino                     | HS-LR          | ENGLISH & PSYCHOL.  |

|                                   |         |                        |
|-----------------------------------|---------|------------------------|
| McCALL, KRISTEN                   | HS      | HEALTH                 |
| MIDDLESEX REG ED SVCS**           | outside | ALL SUBJECTS           |
| NOWAK, KRISTEN                    | ST      | K-6                    |
| PASTUSHOK, CAROL                  | HS      | CHEMISTRY              |
| PELAEZ-MARTINEZ, BEATRIZ          | HS      | ITALIAN                |
| PROFESSIONAL EDUCATION SERVICES** | outside | ALL SUBJECTS           |
| RABINOWITZ, ROSANNE               | HS      | ENGLISH-SECONDARY      |
| RAGLAND, TOSHIEBA                 | HS      | FACS 9-12              |
| SCHMARGE, AGAPI                   | HS      | SOCIAL STUDIES N-12    |
| SEDLOCK, ALICIA                   | THS     | ENGLISH K-12           |
| SIGNORILE, DAWN                   | THS     | ELEMENTARY             |
| STIVERS, KIMBERLY                 | MS      | STUDENTS W/DIABILITIES |
| WESTERVELT, JOHN                  | HS      | MATH                   |
| WIEGARTNER, KATHLEEN              | MK      | ELEMENTARY             |

**RESOLUTION P-15 APPROVAL OF TOILETING STIPEND FOR PARAPROFESSIONAL**

BE IT RESOLVED that the Board approves an annual \$1,000 toileting stipend for the following paraprofessional in accordance with the negotiated contract between the Board and the T.E.A. on behalf of Paraprofessionals:

| PARAPROFESSIONAL NAME                     | SCHOOL       | EFFECTIVE DATE    | STIPEND        |
|---|--------------|-------------------|----------------|
| Sung Jun Kang<br>19 hr. a week Special Ed | Smith School | December 10, 2015 | \$1,000 annual |

**ADMINISTRATION**

**RESOLUTION A-1 APPROVAL OF NEW CONTRACT WITH TENAFLY EDUCATION ASSOCIATION (TEA)**

WHEREAS, the Tenafly Board of Education (hereinafter referred to as the “Board”) and the Tenafly Education Association on behalf of the **teaching staff** (hereinafter referred to as the “TEA”) have negotiated a successor Agreement for the 2015-2016, 2016-2107 and 2017-2018 school years (hereinafter referred to as the “Teachers’ Agreement”); and

WHEREAS, the Board and the TEA on behalf of the **secretaries and clerks** have negotiated a successor Agreement for the school years 2015-2016, 2016-2107 and 2017-2018 (hereinafter referred to as the “Secretaries’ Agreement”); and

WHEREAS, the Board and the TEA on behalf of the **custodial and maintenance employees** have negotiated a successor Agreement for the 2015-2016, 2016-2107 and 2017-2018 school years (hereinafter referred to as the “Custodial Agreement”); and

WHEREAS, the Board and the TEA on behalf of **paraprofessionals** have negotiated a successor Agreement for the 2015-2016, 2016-2107 and 2017-2018 school years (hereinafter referred to as the “Paraprofessionals Agreement”); and

WHEREAS, the TEA has, by a majority vote of its membership, ratified the Agreements.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the terms of the Teachers' Agreement, Secretaries' Agreement, Custodial Agreement and Paraprofessionals' Agreement for the 2015-2016, 2016-2107 and 2017-2018 school years, which are attached to this Resolution and made a part hereof; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the Agreements by and between the Board and the TEA.

**RESOLUTION A-2 FIRST READING OF POLICY 3223, REGULATION 3223, POLICY 3431.1, POLICY 4431.1, POLICY 5337, POLICY 5516, AND POLICY 5756**

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

**Policy 3223** Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (revised)

**Regulation 3223** Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (revised)

**Policy 3431.1** Family Leave (Teaching Staff Members) (revised)

**Policy 4431.1** Family Leave (Support Staff Members) (revised)

**Policy 5337** Service Animals (new)

**Policy 5516** Use of Electronic Communication and Recording Devices (ECRD) (revised)

**Policy 5756** Transgender Students (revised)

**RESOLUTION A-3 TENAFly EDUCATIONAL FOUNDATION**

BE IT RESOLVED that the Board accepts with thanks and appreciation the funding for the following:

| <b>School &amp; Teacher Requesting Grant</b>     | <b>Proposal</b>                      | <b>Amount</b> |
|--|--------------------------------------|---------------|
| Smith School Library<br>(Jennifer Griffiths)     | "Folktales Update"<br>#07/2015-16    | \$1,500.00    |
| Stillman School<br>(Alycin Slezak - Visual Arts) | "STEAM Infusion"<br>#08/2015-16      | \$1,375.29    |
| Smith School First Grade<br>(Lee-Ann Schaadt)    | "Sensory Integration"<br>#09/2015-16 | \$1,579.69    |

**RESOLUTION A-4 APPROVAL OF AMENDED 2016-2017 SCHOOL CALENDAR**

BE IT RESOLVED that the Board approve the amended [school calendar for the 2016-2017](#) school year.

**SPECIAL EDUCATION**

**RESOLUTION S-1 APPROVAL OF ADDENDUM TO THE SETTLEMENT AGREEMENT AND RELEASE**

BE IT RESOLVED by the Tenafly 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 (#828) 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-2 APPROVAL OF TEN MONTH PLACEMENT 2015-2016**

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

| STUDENT | SCHOOL                    | TYPE   | TUITION     |
|---------|---------------------------|--------|-------------|
| #829    | Clifton Elementary School | Public | \$11,074.00 |

**RESOLUTION S-3 AMEND 10 MONTH PLACEMENT 2015-2016**

BE IT RESOLVED that the Board of Education amend the following 10 month placement for the following pupil.

| STUDENT | SCHOOL         | TYPE    | TUITION     |
|---------|----------------|---------|-------------|
| #772    | Fusion Academy | Private | \$63,600.00 |

**FINANCE**

**RESOLUTION F-1 BOARD SECRETARY’S REPORT FOR NOVEMBER 2015**

BE IT RESOLVED that the [Board Secretary’s report](#) for the month of November 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 NOVEMBER 2015**

BE IT RESOLVED that the [Treasurer’s report](#) for the month of November 2015, be accepted as submitted and filed in the official minutes of this meeting.

**RESOLUTION F-3 APPROVAL OF BILLS FOR NOVEMBER 13 THROUGH NOVEMBER 30, 2015**

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$2,835,903.62 for November 13 through November 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:

|      | <b>Fund</b>             | <b>Totals</b>         |
|------|-------------------------|-----------------------|
| (10) | General Fund            | \$95,183.29           |
| (11) | General Current Expense | \$2,465,692.54        |
| (20) | Special Revenue Funds   | \$229,544.40          |
| (30) | Capital Projects Funds  | \$247.53              |
| (50) | Enterprise Fund         | \$18,943.23           |
| (60) | Trust and Agency Funds  | \$26,292.63           |
|      | <b>TOTAL</b>            | <b>\$2,835,903.62</b> |

**RESOLUTION F-4 APPROVAL OF BILLS FOR DECEMBER 1 THROUGH DECEMBER 9, 2015**

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$3,558,517.02 for December 1 through December 9, 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:

|      | <b>Fund</b>             | <b>Totals</b>         |
|------|-------------------------|-----------------------|
| (10) | General Fund            | \$94,069.16           |
| (11) | General Current Expense | \$3,233,014.46        |
| (12) | Capital Outlay          | \$130,072.00          |
| (20) | Special Revenue Funds   | \$42,488.25           |
| (50) | Enterprise Fund         | \$18,735.84           |
| (60) | Trust and Agency Funds  | \$40,137.31           |
|      | <b>TOTAL</b>            | <b>\$3,558,517.02</b> |

**RESOLUTION F-5 TRANSFERS FOR NOVEMBER 2015**

BE IT RESOLVED that the Board of Education approves [transfers for the 2015-2016](#) school budget in a report dated November 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 ACCEPTANCE OF THE 2014-2015 AUDIT**

BE IT RESOLVED that the Tenafly Board of Education accepts the 2014-2015 Annual Audit as prepared by the District's audit firm of Lerch, Vinci, Higgins, LLP.

**RESOLUTION F-7 APPROVAL OF THE 2014-2015 CORRECTIVE ACTION PLAN**

BE IT RESOLVED that the Tenafly Board of Education accepts and approves the following Corrective Action Plan for the 2014-2015 Annual Audit and authorizes the Business Administrator/Board Secretary to submit the plan to the Executive County Superintendent of Schools.

| RECOMMENDATION NUMBER  | CORRECTION ACTION APPROVED BY THE BOARD  | METHOD OF IMPLEMENTATION   | PERSON RESPONSIBLE FOR IMPLEMENTATION                                     | COMPLETION DATE OF IMPLEMENTATION                             |
|--|--|--|---|---|
| <p>II. Financial Planning, Accounting and Reporting</p> <p>Capital contracts be encumbered when awarded prior to receipt of goods/services.</p>  | <p>Funds will be encumbered in Fund 30 when capital contracts are awarded in our financial accounting software.</p>  | <p>The Assistant to the Business Administrator will encumber the funds into Fund 30 after capital contracts are awarded.</p>   | <p>Assistant to the Business Administrator and Business Administrator</p> | <p>December 2015-June 2016</p>                                |
| <p>III. School Purchasing Program</p> <p>All transportation contract renewals be properly approved by Board resolution and submitted to the Executive County Superintendent for approval</p>   | <p>Any transportation routes that need to be bid or renewed will be approved by the Board and sent to the Executive County Superintendent.</p>   | <p>Transportation Coordinator along with the Business Administrator will review all transportation routes for bidding and/or renewal. These will be placed on the Board agenda for approval and submitted to the Executive County Superintendent.</p>  | <p>Transportation Coordinator and the Business Administrator</p>          | <p>December 2015-June 2016</p>                                |
| <p>V. Student Body Activities</p> <p>Disbursement requests be properly approved by student advisors in the High School organization account.</p> <p>All payment vouchers for payments to athletic officials be properly approved by the Athletic Director.</p> | <p>The Business Administrator will remind/inform the High School Principal and Student Organization Advisor that student advisors must approve purchases by the Student Organization.</p> <p>The Business Administrator will remind/inform the Athletic Supervisor to sign all payment vouchers to athletic officials.</p> | <p>The Business Administrator will meet with the High School Principal and Student Organization Advisor so they understand that student advisors need to approve purchases.</p> <p>The Business Administrator will meet with the Athletic Supervisor so he understands that he must sign all athletic officials' payment vouchers.</p> | <p>Business Administrator</p> <p>Business Administrator</p>               | <p>December 2015-June 2016</p> <p>December 2015-June 2016</p> |

**RESOLUTION F-8 APPROVAL TO APPROPRIATE FY 2014-2015 SPECIAL EDUCATION EXTRAORDINARY AID**

WHEREAS, the Tenafly Board of Education has received written notification of their FY 2014-2015 Special Education Extraordinary Aid in the amount of \$1,077,616; and

WHEREAS, \$1,077,616 was not appropriated during FY 2014-2015; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-13.3(d)6 that allows a district board of education to appropriate surplus generated from any Federal and/or State revenue excluded from the excess surplus calculation in the pre-budget year in accordance with the annual audit program;

NOW THEREFORE BE IT RESOLVED that the Tenafly Board of Education approves the transfer of \$1,077,616 of Other State Aid Revenue to the district's General Fund account, and appropriate \$150,000 to 11-000-216-320-00-00 OT/PT/Speech Services, \$77,616 to 11-000-216-320-RV-07 Region V OT/PT/Speech Services, \$300,000 to 11-000-217-320-EX-07

Extraordinary Services, \$50,000 to 11-000-217-100-00-07 ABA Salaries, and \$500,000 to 11-000-100-566-00-07 Special Education Tuition.

**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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