

MINUTES OF THE REGULAR MEETING  
OF THE TENAFLY BOARD OF EDUCATION  
TUESDAY EVENING, JANUARY 24, 2017  
HELD AT THE HEGELEIN BUILDING, 500 TENAFLY RD., TENAFLY, NJ

DATE 2/14/17

APPROVED [Signature]

MINUTES OF THE REGULAR MEETING  
OF THE TENAFLY BOARD OF EDUCATION  
TUESDAY EVENING, JANUARY 24, 2017  
HELD AT THE HEGELEIN BUILDING, 500 TENAFLY RD., TENAFLY, NJ

The meeting was called to order at 7:26 p.m. by Board President Lynne W. Stewart who read the following statement:

“The New Jersey Open Public Meetings Law was enacted to insure the right to the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.”

In accordance with provisions of this act, the Tenafly Board of Education has caused notice of this meeting to be publicized by having the date, time and place thereof posted at the Borough office, Tenafly Public Library, administrative building, in the local press and on the district’s web site.

On roll call, the following Board members answered present:

Mark Aronson	Edward J. Salaski
Natalie Barbanel *	Jocelyn Schwarz
Sam A. Bruno **	Eileen D. Pleva
Janet I. Horan	Lynne W. Stewart ***
Sherri Rothstein	

\* Arrived at 7:28 p.m.  
\*\* Arrived at 7:29 p.m.  
\*\*\* Arrived at 7:40 p.m.

The following staff members were present:

Ms. Lynn Trager, Superintendent  
Ms. Barbara Laudicina, Assistant Superintendent  
Mr. Yas Usami, Business Administrator/Board Secretary  
Ms. Danielle Diaz, Human Resources Manager

A motion was made by Mr. Edward J. Salaski and seconded by Ms. Eileen D. Pleva that the Board convenes in closed session according to the following:

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:
  - HIB
  - Matters of Personnel
  - Shared Services Agreement
- 3.) The Board will return to Open Session at approximately 8:00 p.m.

No formal action will be taken.

The motion was approved by those present.

The meeting recessed to closed session at 7:26 p.m.

Ms. Natalie Barbanel arrived at the meeting at 7:28 p.m., Mr. Sam A. Bruno arrived at 7:29 p.m., and Ms. Lynne W. Stewart at 7:40 p.m.

The meeting reconvened from closed session at 8:03 p.m.

The meeting was called to order at 8:09 p.m. by Board President Stewart who read the following statement:

"The New Jersey Open Public Meetings Law was enacted to insure the right to the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon."

In accordance with provisions of this act, the Tenafly Board of Education has caused notice of this meeting to be publicized by having the date, time and place thereof posted at the Borough office, Tenafly Public Library, administrative building, in the local press and on the district's web site.

On roll call, the following Board members answered present:

Mark Aronson	Edward J. Salaski
Natalie Barbanel	Jocelyn Schwarz
Sam A. Bruno	Eileen D. Pleva
Janet I. Horan	Lynne W. Stewart
Sherri Rothstein	

The following staff members were present:

Ms. Lynn Trager, Superintendent  
Ms. Barbara Laudicina, Assistant Superintendent  
Mr. Yas Usami, Business Administrator/Board Secretary

The following principal representatives were present:

Mr. James Morrison, Principal of High School  
Mr. Brian Ross, Principal of Smith School

Also present:

Ms. Suzanne Bassett, Assistant to the Superintendent for Special Services  
Ms. Danielle Diaz, Human Resources Manager

Erin Aslami, Sr. Student Representative  
Angelina Haw, Jr. Student Representative

Ms. Stewart opened the meeting with the Pledge of Allegiance to the flag.

### APPROVAL OF MINUTES

A motion was made by Mr. Mark Aronson and seconded by Ms. Sherri Rothstein to approve the Minutes of the Reorganization/Regular Public Meeting and Closed Executive Meeting of January 5, 2017; and the Minutes of the Special Public Meeting and Closed Executive Meeting of January 9, 2017.

The Minutes of the Reorganization/Regular Public Meeting and Closed Executive Meeting of January 5, 2017; and the Minutes of the Special Public Meeting and Closed Executive Meeting of January 9, 2017, were approved as follows:

Yes - 8	Mark Aronson	No - 0
	Natalie Barbanel	
	Janet I. Horan	Abstain - 1 Sam A. Bruno
	Sherri Rothstein	
	Edward J. Salaski	
	Jocelyn Schwarz	Absent - 0
	Eileen D. Pleva	
	Lynne W. Stewart	

## BOARD PRESIDENT'S REPORT

Ms. Stewart did not have a report, but stated there is a resolution on tonight's agenda to approve hiring a superintendent search firm. Two weeks ago, the Board interviewed two finalist firms and then selected the firm on the agenda tonight. The Board is moving forward on the superintendent search and will meet again on January 30 to work with the firm chosen.

## SUPERINTENDENT'S REPORT

Superintendent Trager congratulated the High School for being named the Seventh Annual AP District Honor Roll. This is the second time Tenafly High School has earned this honor. The purpose of the program is for expanding opportunity and improving performance for AP placement students.

In addition to the Honeywell message sent out today, Ms. Trager reminded parents to please give input on any non-tenured staff they wish to submit, as this is valuable information for the administration. The list of non-tenured staff is on our district website, and Ms. Trager said last year 15 submissions were made, and currently we received 4.

Mr. Aronson asked if there is a way for parents to send information anonymously, if they wish to. Ms. Trager expressed that she does not agree with this and feels if a person is going to make a statement about an employee, negative or positive, it is taken seriously as important information and they should sign their name. However, Ms. Trager said she will look at any unsigned submissions to share the information.

Ms. Trager reported on the halfway mark of the year for enrollment. There has been an increase of 24 students since the first of the year. Most of the new students are in the elementary grades. Two students enrolled at the High School and two at the Middle School.

School	Grades	Enrollment status
Mackay	3, 4, and 5	Full
Maugham	2 and 4	Full
Smith	1 <sup>st</sup>	Full

The enrollment status is much better this year than last, but there is still an impact when parents come to enroll their student(s) in their attendance area school and the class is full, leaving the district to place students outside their neighborhood school. In addition, Ms. Trager said we will probably have an influx of enrollments in March and April, as some European and Asian schools end in those months.

## BOARD SECRETARY'S REPORT

No report

## STUDENT REPRESENTATIVES' REPORT

Angelina Haw reported on the following:

- The winter concert was last Thursday, with performances from band, orchestra and chorus.
- There will be staff appreciation massage appointments tomorrow.
- The Global Care Unlimited Club will be hosting a movie night tomorrow to raise money for the U.S. Holocaust Memorial Museum.
- Non-resident Middle School 8<sup>th</sup> graders (Alpine, etc) had a transition meeting last Thursday and were given a tour of the High School by students, and briefing by supervisors.

Erin Aslami reported on the following:

- The transition meeting for current Middle School 8<sup>th</sup> grade students was well attended, with supervisors giving presentations about their departments, with a Q&A at the end of the meeting for parents.
- Tomorrow is last day of semester.
- The THS Science Olympiad team made it to the finals after placing 9<sup>th</sup> in the NJ Regional Competition.
- An HSA meeting will take place this Thursday that will focus on the block scheduling.
- The Fashion Show & Senior Tux Show is on February 4.

## BOARD COMMITTEE REPORTS

### Communications Committee

Ms. Stewart reported that the Communications Committee meeting was held on Tuesday, January 17, 2017, at 7:30 a.m., and the following people were in attendance: Lynn Trager, Barbara Laudicina, Robert Caputo, Lynne Stewart, Janet Horan, and Melissa Lennett.

Topics discussed:

### Website Changes and Consideration of New Tagline

Ms. Stewart reported that a firm has been hired to redo our website, and we are in the beginning stages of the process with customizing a new template. There are two aspects involved; (1) priority of how the information flows and works, and (2) aesthetics. The committee talked about the color palette, headers, navigation, dropdown menus, etc. and asked the firm to come back with some sample templates.

The committee discussed having a new tagline for the website that is more reflective of our District Goals. In addition, we acquired the following new URL that we will implement that is more intuitive than the present one: [www.tenaflyschools.org](http://www.tenaflyschools.org)

Ms. Stewart said the Communications Committee will meet again on February 8 to discuss website changes, and new Board and committee member Ms. Jocelyn Schwarz will be joining the meeting.

### Curriculum Committee

Mr. Salaski Stewart reported that the Curriculum Committee meeting was held on Friday, January 6, 2017, at 9:30 a.m., and the following people were in attendance: Lynn Trager, Barbara Laudicina, Lynne Stewart, Eileen Pleva, and Edward Salaski.

Topic discussed:

### Mission of the Curriculum Committee

Before Mr. Salaski's report, he gave a little background of the previous incarnation of the Curriculum Committee that involved 2-3 Board members, and a group of administrators, teaching staff, and students who met monthly, with a typical attendance of over 20 people, which Mr. Salaski said was too large for a Board committee. In 2015, it was decided that the vast majority of these meetings did not require Board level participation, and was more appropriate for an administrative staff committee instead. The committee was split off and it has been successful without the presence of the Board members. However, there was still a sentiment and reasons for having a Board level curriculum committee.

Mr. Salaski reported that the committee discussion was focused on what the mission and the operation of the Board Curriculum Committee should be going forward. The committee recognized that certain regularly occurring activities such as the annual revisions of the Program of Studies should be presented to the Board Curriculum Committee before they come to the full Board for approval.

Mr. Salaski added that other occasions for the meeting of the committee will be decided upon on an as-needed basis by consultation between the Superintendent and Assistant Superintendent with the Board committee members. It is anticipated that the Board committee will meet 2-3 times per year.

The standing, non-board members of the committee will be the Superintendent and Assistant Superintendent. Other administrators and, in some cases, teaching staff will be invited to the Board committee meetings when appropriate. This will depend upon the depth and scope of the information being discussed.

Ms. Stewart welcomed new Board member Ms. Natalie Barbanel to the Curriculum Committee.

## REPORTS / DISCUSSIONS

### HIB Grade Report

Ms. Laudicina reported the district's 2015-16 Self-Assessment, based on the Anti-Bullying Bill of Rights, submitted in September, was accepted by the Commissioner of Education. The results will be posted on the district and school websites. Our district earned a score of 75 out of a possible 78 points, and it's based on the average of the six schools. Scores vary slightly year to year, based on different programs and school initiatives concerning anti-bullying measures taken to support positive student behavior.

Ms. Laudicina reported that in June, we will complete the self-assessment for this school year.

### State Assessment Reports (PARCC) & (Review of ACT/SAT/AP Results)

Ms. Laudicina started her presentation with a report on the state assessments from 2016 for PARCC (Partnership for Assessment of Readiness for College and Careers), and said this is our second year of PARCC. Ms. Laudicina presented the results in comparison to the state and the seven fully participating states involved in the PARCC.

Mr. Morrison gave a presentation on the Optional Assessments for Tenafly High School and a review of ACT/SAT/AP results, and stated that our High School has been consistently excellent in the testing for ACT/SAT/AP.

Ms. Laudicina and Mr. Morrison fielded questions from the Board, and the Board and administration thanked them for two very good presentations. (*See district website for full presentations.*)

### New Business Issues from January 5, 2017 Board Meeting

Ms. Stewart raised the following two issues to be brought forward for future Board discussion, as agreed upon by the Board at the last meeting.

### BOE & Borough Council Meeting Date Conflicts for Possible Discussion by Joint Use Committee

Ms. Stewart stated that this issue has been raised a number of times over the years, as many Board of Education meetings coincide with Borough Council meetings. The Board has tried changing their meeting schedule to accommodate the Borough schedule. Ms. Stewart suggested this issue be discussed at the next Joint Use Committee meeting on January 30, as the Borough has fewer activities to schedule than the Board of Education and the hope is they may consider making changes to accommodate the Board of Education schedule.



Ms. Stewart polled the Board to see if they agree to add this issue to the agenda of the upcoming Joint Use Committee meeting. The Board approved this issue for the Joint Committee meeting agenda by the following vote:

Yes - 9	Mark Aronson	No - 0
	Natalie Barbanel	
	Sam A. Bruno	
	Janet I. Horan	Abstain - 0
	Sherri Rothstein	
	Edward J. Salaski	
	Jocelyn Schwarz	Absent - 0
	Eileen D. Pleva	
	Lynne W. Stewart	

### Informal BOE Cottage Parties

Ms. Stewart briefly described the nature and value of having informal cottage parties at Board members' homes that took place years ago to discuss school budgets with the school community. At the last Board meeting, Mr. Aronson suggested it may be a good idea to reinstate the cottage parties, due to important issues presently occurring, e.g., the superintendent search, High School block schedule, social issues students are facing, etc.

Several Board members discussed the basic framework of cottage parties, which includes Board members and administrators, and being prepared for an agenda item(s) that may need a specific administrator's expertise to be able to answer questions from the community.

Ms. Stewart polled the Board for their opinion of having the cottages parties reinstated. The Board approved reinstating cottages parties by the following vote:

Yes - 9	Mark Aronson	No - 0
	Natalie Barbanel	
	Sam A. Bruno	
	Janet I. Horan	Abstain - 0
	Sherri Rothstein	
	Edward J. Salaski	
	Jocelyn Schwarz	Absent - 0
	Eileen D. Pleva	
	Lynne W. Stewart	

After the vote, Mr. Aronson offered to host the first cottage party at his home. Ms. Stewart said the date will be determined soon to advertise it to the community.

## NEW BUSINESS

Ms. Stewart asked the Board if they wished to introduce any new business for discussion at future meetings.

No topics were raised.

## PUBLIC RECOGNITION-COMMUNITY COMMENTARY

Board President Stewart inquired if there were any members of the audience who wished to address the Board on any item listed on the agenda.

No comments were made.

## RESOLUTIONS

### REORGANIZATION

A motion was made by Mr. Mark Aronson and seconded by Ms. Sherri Rothstein to approve Resolution O-1.

### **RESOLUTION O-1 APPROVAL OF REVISED ANNUAL SCHEDULE OF BOARD MEETINGS FROM JANUARY 5, 2017 TO JANUARY 4, 2018**

BE IT RESOLVED that the Board approves the following revised annual schedule of Board meetings from January 5, 2017 to January 4, 2018, with correction to the November meeting date.

<b><u>Thursday</u>, January 5, <u>2017</u></b>	<b>Reorganization of the Board / Regular Public Meeting</b>
Tuesday, January 24	Regular Public Meeting
Tuesday, February 14	Regular Public Meeting
Tuesday, February 28	<b>Budget Retreat</b>
Tuesday, March 14	<b>Preliminary Budget Meeting</b>
Tuesday, April 4	Regular Public Meeting
Tuesday, April 25	<b>Budget Hearing Meeting</b>
Tuesday, May 9	Regular Public Meeting
Tuesday, May 23	Regular Public Meeting
Tuesday, June 13	Regular Public Meeting
Tuesday, July 18	Regular Public Meeting
Tuesday, August 29	Regular Public Meeting

Tuesday, September 19	Regular Public Meeting
Tuesday, October 3	Regular Public Meeting
Tuesday, October 17	Regular Public Meeting
<b>Monday, Nov 6</b>	<b>Board Retreat</b>
Tuesday, November 21 (revised)	Regular Public Meeting
Tuesday, December 12	Regular Public Meeting
<b>Thursday, January 4, 2018</b>	<b>Reorganization of the Board / Regular Public Meeting</b>

Ms. Stewart asked the Board if they had any questions or comments on the Reorganization Resolution O-1.

Resolution O-1 was approved as follows:

Yes - 9	Mark Aronson	No - 0
	Natalie Barbanel	
	Sam A. Bruno	
	Janet I. Horan	Abstain - 0
	Sherri Rothstein	
	Edward J. Salaski	
	Jocelyn Schwarz	Absent - 0
	Eileen D. Pleva	
	Lynne W. Stewart	

**PERSONNEL**

A motion was made by Ms. Natalie Barbanel and seconded by Ms. Eileen D. Pleva to approve Resolutions P-1 through P-6.

**RESOLUTION P-1 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, POSITION, LOCATION	EMPLOYMENT DATES	CLASSIFICATION AND SALARY
Anna Rubenchik Teacher of Physics Tenafly High School	1/23/17 <sup>1</sup> to 6/30/17	BA+24, Step 1 \$52,621 pro rata
Michael Mullany District Substitute Custodian	On call as needed	\$15.00 per hour for hours worked
Jonathan Sobalvarro District Substitute Custodian	On call as needed	\$15.00 per hour for hours worked

Jeffrey Jones Classroom Paraprofessional Stillman School	1/17/17 <sup>1</sup> to 6/30/17	19 hours per week \$21.24 per hour
Jonathan Lee HS Musical Choreographer - Cinderella	1/30/17 <sup>1</sup> -3/18/17	\$3,000 <sup>2</sup>
Heather Fisher Accounts Payable Secretary Central Office	2/01/17 <sup>1</sup> -6/2/17 Leave Replacement 6/5/17-06/30/17 Tenure Track	Secretary, Step 3 \$54,831 pro rata

<sup>1</sup>Pending fingerprinting clearance <sup>2</sup>Payable from the Student Organizations account.

### RESOLUTION P-2 APPROVAL OF SUBSTITUTES

BE IT RESOLVED that the substitutes with N.J. teacher certification or with a County License listed below be approved by the Board of Education for the 2016-17 school year in accordance with N.J.S.A. 18A:6-7.1b. pertaining to criminal history background check and at the district-established per diem rate of \$100:

NAME	DEGREE	CERTIFICATION	MAJOR/MINOR
Sandrine Arjam	BA	NJ Substitute Credential	World Languages

### RESOLUTION P-3 APPOINTMENTS TO SPRING EXTRA COMPENSATION POSITIONS

BE IT RESOLVED that the Board approves the following extra-compensation appointments for the 2016-2017 school year:

NAME	EXTRA COMPENSATION POSITIONS	STIPEND
Matthew Kougasian	Baseball Head Coach	\$9,274
Peter Toale	Baseball Asst. Coach	\$6,435
Arnold Almaguer	Baseball Asst. Coach	\$6,435
Andy Escala	Baseball Half/Time Asst. Coach	\$3,218
Ray Cottiers	Golf Coach - Girls	\$4,744
Eric Quaranti	Lacrosse - Boys Head Coach	\$9,274
Chris Patrick	Lacrosse - Boys Asst. Coach	\$6,435
Alex Vargas	Lacrosse - Boys Asst. Coach	\$6,435
Devin Feeney	Lacrosse Coach - Girls Head Coach	\$9,274
Sean Kelly	Lacrosse Coach - Girls - Asst. Coach	\$6,435
David Burns	Outdoor Track Head Coach - Spring	\$9,727
Janet Welsh	Outdoor Track Asst. Coach - Spring	\$6,435
Radon Belarmino	Outdoor Track Asst. Coach - Spring	\$6,435
Kristen Kristan	Softball Asst. Coach	\$6,435
Anthony Zorovich	Tennis Head Coach - Boys	\$6,386
Jeffrey Koehler	Tennis Asst. Coach - Boys	\$4,197
Michael Hegarty	Tennis Asst. Coach - Boys	\$4,197
Deana Salamone	Weight Training - Spring (All Sports)	\$1,292

**RESOLUTION P-4 APPROVAL OF HOURLY PARAPROFESSIONALS FOR BEFORE-SCHOOL PROGRAM**

BE IT RESOLVED that the following employees be approved to serve as Before-School Paraprofessionals on an hourly basis to provide support to students as noted:

<b>NAME</b>	<b>CURRENT STATUS</b>	<b>HOURLY RATE OF PAY</b>
Caitlyn Callahan	Teacher – Mackay School	\$21.24 per hour
Bertha Weil	Paraprofessional – Middle School	\$21.24 per hour

**RESOLUTION P-5 APPROVAL OF HOURLY PARAPROFESSIONALS FOR AFTER-SCHOOL PROGRAM**

BE IT RESOLVED that the following employees be approved to serve as After-School Paraprofessionals on an hourly basis to provide support to students:

<b>NAME</b>	<b>CURRENT STATUS</b>	<b>HOURLY RATE OF PAY</b>
Leslie Levine	Paraprofessional – Smith School	\$21.24 per hour
Laura Kostyn	Paraprofessional – Smith School	\$21.24 per hour
Pansy Lo	Paraprofessional – Smith School	\$21.24 per hour
Tina Pavlu	Paraprofessional – Smith School	\$21.24 per hour
Michelle Wheeler	Paraprofessional – Smith School	\$21.24 per hour
Leslie Breslin	Paraprofessional – Smith School	\$21.24 per hour
Teresa Viole	Paraprofessional – Smith School	\$21.24 per hour

**RESOLUTION P-6 LEAVE OF ABSENCE FOR SPECIAL EDUCATION TEACHER AT MAUGHAM**

BE IT RESOLVED that the Board, in accordance with Article VI., B. and C. of the Teachers' contract, grants Resource Room teacher Allison Bruttomesso a maternity/disability leave of absence effective May 30, 2017 using accumulated sick days not to exceed 30 calendar days after the birth of her baby expected June 9, 2017 to be followed by an unpaid child-rearing leave of absence under the Family Medical Leave Act for no more than twelve weeks to be followed by an unpaid leave of absence through November 4, 2017.

Ms. Stewart asked the Board if they had any questions or comments on the Personnel Resolutions.

Resolutions P-1 through P-6 were approved as follows:

- |         |                   |             |
|---------|-------------------|-------------|
| Yes - 9 | Mark Aronson      | No - 0      |
|         | Natalie Barbanel  |             |
|         | Sam A. Bruno      |             |
|         | Janet I. Horan    | Abstain - 0 |
|         | Sherri Rothstein  |             |
|         | Edward J. Salaski |             |
|         | Jocelyn Schwarz   | Absent - 0  |
|         | Eileen D. Pleva   |             |
|         | Lynne W. Stewart  |             |

**ADMINISTRATION**

A motion was made by Mr. Sam A. Bruno and seconded by Ms. Jocelyn Schwarz to approve Resolutions A-1 through A-7.

**RESOLUTION A-1 SECOND READING OF POLICY 1510, POLICY 2415.30, POLICY 5116 AND POLICY 8330**

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

- P 1510** Americans with Disabilities Act (M) (Revised)
- P 2415.30** Title I - Educational Stability for Children in Foster Care (M) (New)
- P 5116** Education of Homeless Children (Revised)
- P 8330** Student Records (M) (Revised)

**RESOLUTION A-2 FIRST READING OF POLICY 2418 AND REGULATION 2418**

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

- P 2418** Section 504 of the Rehabilitation Act of 1973 – Students (New) (Mandated)
- R 2418** Section 504 of the Rehabilitation Act of 1973 – Students (New) (Mandated)

**RESOLUTION A-3 APPROVAL TO AFFIRM THE SUPERINTENDENT’S DECISION IN HIB INVESTIGATIONS**

BE IT RESOLVED that the Tenafly Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decisions in HIB Investigation Number 2016-17/5; ST-2/Y 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.

**RESOLUTION A-4 APPROVAL OF AMENDED 2017-2018 SCHOOL CALENDAR**

BE IT RESOLVED that the Board approve the amended school calendar for the 2017-2018 school year.

**RESOLUTION A-5 ACCEPTANCE OF GIFTS**

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

<b>DONOR</b>	<b>SCHOOL ALLOCATION</b>	<b>ITEM/AMOUNT</b>
Maugham HSA	Maugham School	Purchase of six (6) iPad Air Amount: \$2,868.00
James Balakian (Balakian Family Foundation)	High School	Improvements to tennis courts at THS Amount: \$9,000.00

**RESOLUTION A-6 TENAFly EDUCATIONAL FOUNDATION**

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

School & Teacher Requesting Grant	Proposal	Amount
Maugham (Maria Casteline)	“Flexible Seating” Grants #5-8 / 2016-17”	\$3,203.46
Mackay (Brenda Yoo, Jennifer Angerson)	(Maugham, Mackay and Smith are splitting 2 small sets of flexible seating)	
Smith (Brian Ross)	(Stillman will receive one large set of flexible seating)	\$1,976.13
Stillman (Gayle Lander)		<b>\$5,179.59 Total</b>

**RESOLUTION A-7 APPROVAL OF R-PAT SOLUTIONS, LLC TO PROVIDE SERVICES FOR A SUPERINTENDENT SEARCH**

BE IT RESOLVED that the Tenafly Board of Education approves the attached agreement with R-Pat Solutions, LLC to provide services for a superintendent search for a fee of \$8,900.

Ms. Stewart asked the Board if they had any questions or comments on the Administration Resolutions.

Resolutions A-1, A-2, and A-4 through A-7 were approved as follows:

Yes - 9	Mark Aronson	No - 0
	Natalie Barbanel	
	Sam A. Bruno	
	Janet I. Horan	Abstain - 0
	Sherri Rothstein	
	Edward J. Salaski	
	Jocelyn Schwarz	Absent - 0
	Eileen D. Pleva	
	Lynne W. Stewart	

Resolution A-3 was approved as follows:

Yes - 8	Mark Aronson	No - 0
	Sam A. Bruno	
	Janet I. Horan	
	Sherri Rothstein	Abstain - 1 Natalie Barbanel
	Edward J. Salaski	
	Jocelyn Schwarz	
	Eileen D. Pleva	Absent - 0
	Lynne W. Stewart	

## **R-Pat Solutions, LLC**

809 Larch Street  
Roselle Park, New Jersey 07204 - (908) 578-4896

### **Professional Services Agreement**

**With:** Tenafly Board of Education  
500 Tenafly Rd.  
Tenafly, NJ 07670

#### **I. Contracted service: Superintendent Search Services**

The Tenafly Board of Education (hereinafter referred to as the "Board") approves and R-Pat Solutions, LLC (hereinafter referred to as the "Consultant") agrees to accept an appointment to serve as consultants to the Board under the following terms and conditions:

**II. Compensation:** The cost of the search is \$8,900.00, which is comprised of a \$1,000 initial payment due upon Board approval of our services, \$4,000 due upon delivery of the slate of finalists to the Board, and the balance of \$3,900 payable when the new superintendent is approved by the Board. If the initial search does not yield a successful candidate for any reason, we will go out again one additional time for no additional cost to the board beyond advertising within one year of the firm's original appointment. The final payment would then be due upon delivery of the second slate of candidates to the Board.

#### **III. The Consultant Agrees to:**

1. Conduct the search and screening process for a superintendent of schools in accordance with the proposal submitted to the Board dated December 14, 2016 which is attached hereto as Exhibit A and made a part of this Professional Services Agreement. Upon completion of the search process, the Consultant shall present to the Board a slate of candidates which are in the opinion of the consultants suitable for the position.
2. Gather input from the Board, staff and/or community as to the qualifications for the position using an electronic web based survey and provide separate meetings with staff, administration and the community if desired.
3. Furnish the Board with suggestions for advertisements and postings, and provide a final report to the Board that shows the general overview of the process, input received and the candidates who applied. The Consultants will seek pre-approval for advertising costs and the Board will pay for the costs of all approved advertising.
4. Make no offer to any candidate which would bind the Board in any way. The Board reserves its authority to check references, make an employment offer, approve and develop the new superintendent's employment contract for the final candidate of its choosing.
5. Abide by state and federal laws and regulations and Board policies and regulations.

**IV. Termination:** The Consultant and the Board agree that this Professional Services Agreement may be terminated by either party serving the other party with written notice of termination of this agreement without a continued liability by either party with no addition payments past those received by the Consultant.

It is understood and agreed that by entering into this agreement neither the Board nor the Consultant are establishing an employment relationship, nor shall this agreement or service serve as a basis for any claim that the Consultants agent's have provided tenure or pension eligible service to the Board.

**V. Political Contributions Disclosure Statement:** The Consultant shall, if necessary, file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, c. 271, s.3) if the Broker receives contracts in excess of \$50,000 from public entities in a calendar year. It shall be the Consultant's responsibility to determine if filing of the annual disclosure statement on political contributions is necessary.

**VI. Mandatory Equal Employment Opportunity Disclosure Statement:** The Consultant shall comply with the requirements of "Exhibit B, Mandatory Equal Employment Opportunity Language – Goods, Professional Services and General Service Contracts" which is attached hereto and incorporated by reference as if set forth herein at length.



VII. Other: The Consultant shall provide the Board with a valid Business Registration Certificate to perform work in New Jersey, pursuant to P.L. 2004 c.57 (N.J.S.A. 52:32-44).

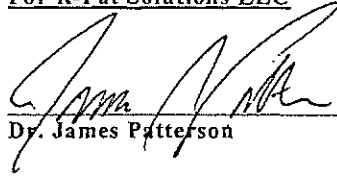
IN WITNESS WHEREOF, the parties have set their hands and required seals to this contract for services.

For the Tenafly Board of Education

\_\_\_\_\_  
Lynne Stewart, Board President

Date: \_\_\_\_\_ / \_\_\_\_\_ /2017

For R-Pat Solutions LLC

  
Dr. James Patterson

Date: 01 / 19 /2017

EXHIBIT A

# R-Pat Solutions, LLC

---

51 South Bath Ave. - Unit 12  
Long Branch, NJ 07740  
(908) 447-9334

809 Larch Street  
Roselle Park, NJ 07204  
(908) 245-7042

December 14, 2016

Lynne W. Stewart  
President – Tenaflly Board of Education  
Tenaflly Public Schools  
500 Tenaflly Rd.  
Tenaflly, NJ 07670

Re: Proposal to conduct the Tenaflly Superintendent Search

Dear Tenaflly Board,

R-Pat Solutions has conducted many successful searches for chief school administrators and would anticipate another if given the opportunity to provide our services to your board and community. As you know, the selection of a superintendent is the most important duty any board can fulfill and the process must be above reproach yielding the highest caliber candidates.

We would like to highlight the following about our services:

- a. **Qualifications:** Incorporated in 1997, R-Pat Solutions is a professional consulting firm representing and assisting school districts in mentoring, labor negotiations, math curriculum workshops, and superintendent search initiatives. We have successfully conducted searches and placed superintendent candidates in the Oakland Elementary School District, Mahwah, Hillside, Pequannock, Hoboken (2), West Milford (3), River Vale, (2), Paramus, West Essex Regional High School District, Franklin Lakes, Union Beach, Clinton, Roseland, Ringwood, River Dell Regional, Westwood, Glen Ridge, Millburn, Wall, Indian Hills, Fort Lee, Perth Amboy, Weehawken and Englewood Cliffs. We are confident about the quality of search service we can provide your board of education.
- b. **Search Plan:** The search process will take two directions. The first in the traditional arena of advertising and promotions, the scope of which will be determined by you and your board in preliminary meetings. The second approach is in the confidential targeted recruitment of outstanding administrators based upon the expressed criteria of the board.

The combination of these should yield a range of exemplary candidates suitable and interested in the position. We believe that any consulting firm hired to conduct a search should not actually select the superintendent. This duty always rests with the district board of education. Consultants should recruit, screen and narrow the candidate pool so that the board's time can be focused on the final selection of a new school leader and the establishment of the initial relationship.

We also provide the board with a high quality on-line survey for their constituents at no additional cost. This allows broad stakeholder input to the desired traits of the new superintendent and valuable customer satisfaction and planning information to the board. On-site meetings with the consultants are also offered various constituent groups if desired by the board.

A more detailed overview of the search process follows.

- c. Schedule: A timeline will be developed with the board which suits the individual characteristic of the district. A major delay in all approval processes for all districts is the termination clause in the final candidate's contract. Many applicants have 60 day termination clauses in their contracts which usually would mean all negotiations and county approvals of the contract would need to be completed before the candidate officially gives a resignation notice to their current district which then trigger that clause. Many current standing superintendents however have 90 or even 120+ day termination clauses, which would mean that the official start date would be pushed further into the calendar year. There is no way to exactly know this until a final candidate is selected. Since your Board reorganizes in January, no candidate with a start date after your reorg meeting may be approved by the current standing board before that meeting. This concept should be reviewed with your attorney for full understanding.

If any board was anticipating a July 1st start for example, the board would need to approve a timeline that has all screening activities, contract offers, state approvals and board approvals finished by March 30<sup>th</sup> to accommodate a 90 day clause. Any final timeline would be discussed in an initial meeting and approved by the board following the approval of our proposal. We are experienced with aggressive timelines if needed, but we understand your board may be seeking an August 1<sup>st</sup> start which provides ample time for the search and selection process to occur within the requirements of most termination clauses.

- d. R-Pat draws its expertise in these areas from the principles of the firm, as well as the consultants it may additionally employ for various projects. The search process for your board will be conducted personally by Dr. James Patterson and Dr. Robert Rosado the co-presidents of the firm. The successful merger of their backgrounds, specifically and respectively the 41+ years in education with over 20 of that in human resources for a major NJ district for Dr. Patterson, and the 38 years in education with 14 of those as Superintendent for Dr. Rosado, have been shown to produce the needed synergy for a successful search. A brief background summary is attached.

In addition, we are a bi-lingual firm and our stakeholder meetings may be held in Spanish if needed. We are confident about the quality of search service we can provide your board of education.

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R-PAT SOLUTIONS, LLC

809 Larch St. \* Roselle Park, NJ 07204 \* (908) 245-7042 \* or  
51 S. Bath Ave. \* Long Branch, NJ 07740 \* Unit 12 \* (908) 447-9334  
Email: [rpatsolutions@verizon.net](mailto:rpatsolutions@verizon.net)

Page 2

e. Contact Information:

Dr. James Patterson  
R-Pat Solutions, LLC  
809 Larch Street  
Roselle Park, NJ 07204  
(908) 578-4896, rpatsolutions@verizon.net

- f. The fee for our screening service would be only \$8,900. If the initial search does not yield a successful candidate for any reason, we will go out again one additional time for no additional cost to the board beyond advertising within one year of our firm's original appointment.

Costs of any advertising or printing is borne by the district but developed in conjunction with R-Pat Solutions. These costs can typically run between \$2,500 and \$6,500 depending on any specific media requested by the board and the scope of the search. While the costs for advertisements are not covered in the fee, the development of each ad, most internet postings and submissions are included. As with most consulting forms, any specific requests that a board may require from the firm containing extra costs would be passed on to the board, such as an on-line listing through Ed. Week if the board so desires. Usually there are none. All costs are always pre-approved and our firm prides itself on keeping these costs down especially in smaller districts.

We typically work through a designated board contact person during this process. Often this is the Board Secretary or interim superintendent. Overall, R-Pat Solutions can often save the board thousands over the price suggested by larger national firms who may not offer the same high quality personal service. R-Pat Solutions LLC is incorporated in New Jersey and we are providing our business registration certificate, letters of reference and the background of the partners doing the search for your review. A more complete description of the scope of services and search process is attached. We would be available to meet with you to provide any additional information on either the process or the time lines involved at your convenience.

Unless approved by both parties, this proposal expires on 1/31/2017.

Sincerely

James B. Patterson, Ed. D.  
Representing R-Pat Solutions

Attached: Overview and Scope, Background of the Partners, Business Registration Certificate, Letters of Reference.

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R-PAT SOLUTIONS, LLC

809 Larch St. \* Roselle Park, NJ 07204 \* (908) 245-7042 \* or  
51 S. Bath Ave. \* Long Branch, NJ 07740 \* Unit 12 \* (908) 447-9334  
Email: rpatsolutions@verizon.net

EXHIBIT B

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C.127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the Contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment

agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at: [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance))

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

The failure to submit such appropriate evidence will result in rescission of the contract.

**AFFIRMATIVE ACTION QUESTIONNAIRE AND CERTIFICATION  
FOR COMPLIANCE WITH AFFIRMATIVE ACTION REGULATIONS**

i) DO YOU HAVE FEDERAL APPROVAL? Yes \_\_\_\_\_ No XX

This means a letter from a Federal Agency stating the company name and address as having submitted their Affirmative Action Plan and their plans being approved.

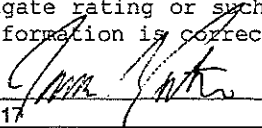
If yes, please submit a Photostat copy.

ii) DO YOU HAVE A STATE CERTIFICATE OF EMPLOYEE INFORMATION REPORT APPROVAL?  
Yes XX No \_\_\_\_\_

If yes, please submit a Photostat copy of this certificate.

iii) IF YOU DO NOT HAVE EITHER OF THE ABOVE, PLEASE SUBMIT A COPY OF AFFIRMATIVE ACTION EMPLOYEE INFORMATION REPORT (AA302). This form can be electronically provided by the Division and distributed to the public agency through the Division's website: [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance) I certify that our Company has never before applied for a Certificate of Employee Information Report in accordance with the rules promulgated by the State Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and I agree to submit immediately a copy of the Employee Information Report (AA-302) to the Division of Purchase & Property, CCAU, EEO Monitoring Program, Department of Treasury, P.O. Box 209, Trenton, NJ 08625.

James B. Patterson being duly sworn, according to law, deposes and says that he is a duly authorized representative of the Contractor, R-Pat Solutions, LLC. I hereby certify that I am aware of the equal employment opportunity and affirmative action in public contracting requirements set forth in N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq. and that the Contractor is in compliance with the requirements therein. I hereby agree that the Contractor shall make good faith efforts to provide equal employment opportunity for minorities and women. I am aware that the failure to make good faith efforts to provide equal employment opportunity for minorities and women may result in fines/penalties, suspension/debarment, a determination to lower the firm's aggregate rating or such other action as provided by law. I certify that the above information is correct to the best of my knowledge.

SIGNATURE   
DATE 01/19/2017

NAME James B Patterson  
TITLE President

# CERTIFICATE OF EMPLOYEE INFORMATION REPORT

INITIAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of ~~15-08-2016~~ to ~~15-08-2023~~

R-PAT SOLUTIONS LLC  
809 LARCH STREET  
ROSELLE PARK

NJ 07264



FORD M. SCUDDER  
Acting State Treasurer



## CURRICULUM

A motion was made by Mr. Edward J. Salaski and seconded by Ms. Janet I. Horan to approve Resolution C-1.

### **RESOLUTION C-1 APPROVE TENAFLY HIGH SCHOOL BOYS' VARSITY SOCCER PRE-SEASON CAMP TACONIC TRIP, AUGUST 22-25, 2017.**

BE IT RESOLVED that the Board approve Tenafly High School Boys' Varsity Soccer Pre-season Camp Taconic trip to Hinsdale, Massachusetts, August 22-25, 2017.

Ms. Stewart asked the Board if they had any questions or comments on the Curriculum Resolution.

Resolution C-1 was approved as follows:

Yes - 9	Mark Aronson	No - 0
	Natalie Barbanel	
	Sam A. Bruno	
	Janet I. Horan	Abstain - 0
	Sherri Rothstein	
	Edward J. Salaski	
	Jocelyn Schwarz	Absent - 0
	Eileen D. Pleva	
	Lynne W. Stewart	

## FINANCE

A motion was made by Mr. Mark Aronson and seconded by Ms. Sherri Rothstein to approve Resolutions F-1 through F-7.

### **RESOLUTION F-1 BOARD SECRETARY'S REPORT FOR DECEMBER 2016**

BE IT RESOLVED that the Board Secretary's report for the month of December 2016, 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 DECEMBER 2016**

BE IT RESOLVED that the Treasurer's report for the month of December 2016, be accepted as submitted and filed in the official minutes of this meeting.

**RESOLUTION F-3 TRANSFERS FOR DECEMBER 2016**

BE IT RESOLVED that the Board of Education approves transfers for the 2016-2017 school budget in a report dated December 31, 2016, 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-4 APPROVAL OF BILLS FOR JANUARY 1 THROUGH JANUARY 19, 2017**

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$4,474,148.27 for January 1 through January 19, 2017 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	\$108,030.37
(11)	General Current Expense	\$3,744,511.41
(12)	Capital Outlay	\$22,820.48
(20)	Special Revenue Funds	\$109,355.91
(40)	Debt Service Funds	\$411,831.25
(50)	Enterprise Fund	\$10,535.04
(55)	Preschool Program Fund	\$5,773.98
(60)	Trust and Agency Funds	\$61,289.83
	<b>TOTAL</b>	<b>\$4,474,148.27</b>

**RESOLUTION F-5 APPROVAL OF SECOND ADDENDUM TO THE SHARED SERVICES AGREEMENT FOR TECHNOLOGY SERVICES BETWEEN THE BOROUGH OF TENAFLY AND THE TENAFLY BOARD OF EDUCATION**

BE IT RESOLVED that the Tenafly Board of Education approves the attached Second Addendum to the Shared Services Agreement for Technology Services between the Borough of Tenafly and the Tenafly Board of Education.

**RESOLUTION F-6 APPROVAL OF AGREEMENT WITH VERIZON TO UPGRADE DEDICATED INTERNET**

BE IT RESOLVED that the Tenafly Board of Education approves the attached renewal agreement with Verizon to upgrade its dedicated Internet.

**RESOLUTION F-7 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

ADDENDUM TO THE  
SHARED SERVICES AGREEMENT

BETWEEN THE

BOROUGH OF TENAFLY AND THE TENAFLY BOARD OF EDUCATION

WHEREAS, the Borough of Tenafly (hereinafter referred to as the "Borough") and the Tenafly Board of Education (hereinafter referred to as the "Board") are parties to a Shared Services Agreement pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. dated on or about November 9, 2011, whereby the Board manages and maintains the Borough's computer network, as well as a First Addendum to that agreement entered into on or about March 1, 2012; and

WHEREAS, the Borough and Board previously entered into an addendum wherein the terms of the Shared Services Agreement were modified to extend the overall duration of the agreement; and

WHEREAS, the parties are desirous of amending the duration of the shared service agreement for a second time.

NOW, THEREFORE, it is hereby agreed by and between the parties that the Shared Services Agreement dated November 9, 2011 is hereby amended as follows:

1. Term: Substitute June 30, 2022 in place of June 30, 2012.

2. Compensation: Insert the following at the end of Paragraph 2:

Thereafter, the cost of the services provided by the Board will be increased by two percent (2%) per year as follows:

<u>Term</u>	<u>Amount</u>
July 1, 2012 through June 30, 2013	\$98,030.00
July 1, 2013 through June 30, 2014	\$99,990.60
July 1, 2014 through June 30, 2015	\$101,990.41
July 1, 2015 through June 30, 2016	\$104,030.22
July 1, 2016 through June 30, 2017	\$106,110.82
July 1, 2017 through June 30, 2018	\$108,233.04
July 1, 2018 through June 30, 2019	\$110,397.70
July 1, 2019 through June 30, 2020	\$112,605.65
July 1, 2020 through June 30, 2021	\$114,857.76
July 1, 2021 through June 30, 2022	\$117,154.92

Payments will be made by the Borough in two (2) equal installments: the first on June 1 and the second on January 15 of each year of this Agreement.

5. Substitute "For the term of this Agreement," in place of "For the period between July 1, 2011 and June 30, 2012" on the first line of this Paragraph 5.

In all other respects, the terms and conditions set forth in both the Shared Services Agreement and First Addendum for the Board's provision of computer management services shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hand and seals the day and year first above written.

WITNESS:

BOROUGH OF TENAFLY

\_\_\_\_\_  
LISSETTE APORTELA  
Borough Clerk

By: \_\_\_\_\_  
PETER S. RUSTIN  
Mayor

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

WITNESS:

TENAFLY BOARD OF EDUCATION

\_\_\_\_\_  
YAS USAMI  
Business Administrator/Board  
Secretary

By: \_\_\_\_\_  
LYNNE W. STEWART  
Board President

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_



**Master Service Order Form  
 to the U.S. Services Agreement**

<b>TENAFLY BOARD OF EDUCATION (Customer Signatory)</b>	<p>Verizon's presentation of this Master Service Order to Customer Signatory is an offer by Verizon to bind both Parties to the terms stated herein, which Customer Signatory may accept by signing and submitting it to Verizon without alteration on or before the date specified under the signature block below.</p>
<b>Signature:</b>	
<b>Name:</b> Yas Usami	
<b>Title:</b> Business Administrator	
<b>Date:</b>	
<b>Email:</b> yusami@tenafly.k12.nj.us	

Valid if signed and submitted to Verizon by 19-Mar-2017.

This U.S. Services Agreement ("Agreement") is entered into pursuant to and includes the Master Terms found at [www.verizonenterprise.com/service/g\\_omt\\_us\\_toc.htm](http://www.verizonenterprise.com/service/g_omt_us_toc.htm), as well as the Service Attachment(s) and promotions for the new Services and promotions named below, found at the links provided below (collectively, the "Online Terms") together with any other terms set out herein. Customer Signatory agrees that any future Service Orders also will be subject to the terms of the Agreement.

Customer Signatory understands that the Online Terms include service descriptions, requirements, service level agreements (where applicable), payment terms and other terms and conditions, and that these materially affect the rights, obligations and remedies of both Parties.

Updates to the Online Terms apply to the Agreement, including Services previously ordered under it, and if such updates affect Customer in a material and adverse manner (and are not otherwise resolved by Verizon), Customer may discontinue the affected Service as provided in the Agreement. Customer assumes sole responsibility to review changes to the Online Terms when they are made. Customer may enroll to receive email notifications of Online Terms changes at [www.verizonenterprise.com/us/publications/service\\_guide/subscriptions/](http://www.verizonenterprise.com/us/publications/service_guide/subscriptions/).

The Parties acknowledge the Agreement includes consent to use CPNI to market new Services.

Parties	
<b>Customer Signatory:</b> TENAFLY BOARD OF EDUCATION	<b>Verizon:</b> Verizon Business Network Services Inc. on behalf of affiliates listed in the Guide (individually and collectively "Verizon Providers of U.S. Services")
<b>Registered Office Address:</b> 500 TENAFLY RD TENAFLY, NJ 07670-1727 USA	<b>Registered Office Address:</b> One Verizon Way Basking Ridge, NJ 07920 USA
<b>Registered No., ABN or CIN (if applicable):</b> N/A	<b>Registered No. or ABN (if applicable):</b> Not applicable
<b>VAT/GST/Consumption Tax Number (if applicable):</b> N/A	<b>VAT/GST/Consumption Tax Number (if applicable):</b> N/A
<b>Additional Legal Entity Information (if applicable):</b>	<b>Additional Legal Entity Information (if applicable):</b> Not applicable



<b>Address for Notices:</b> 500 TENAFLY RD TENAFLY, NJ 07670-1727 USA yusami@tenafly.k12.nj.us	<b>Address for Notices:</b> 6415-6455 Business Center Drive Highlands Ranch, CO 80130 USA Attn: Customer Service Email: notice@verizon.com
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Except as otherwise set forth herein, words and phrases defined in the Agreement have the same meaning in this Master Service Order.

- i) **New Services** ("+" following the Service name indicates it is a Rapid Delivery Service; it is not a part of the Service name).
  - 1. **Access +**; terms are located at [www.verizonenterprise.com/service/cp\\_access\\_plus\\_toc\\_2016SEP15.htm](http://www.verizonenterprise.com/service/cp_access_plus_toc_2016SEP15.htm).
  - 2. **Customer Premises Equipment and Related Services +**; terms are located at [www.verizonenterprise.com/service/cp\\_cpe\\_plus\\_toc\\_2016SEP15.htm](http://www.verizonenterprise.com/service/cp_cpe_plus_toc_2016SEP15.htm).
  - 3. **Internet Dedicated +**; terms are located at [www.verizonenterprise.com/service/cp\\_ids\\_plus\\_toc\\_2016NOV15.htm](http://www.verizonenterprise.com/service/cp_ids_plus_toc_2016NOV15.htm).
- ii) **Promotions.**
  - 1. **Access +**: Internet Dedicated New Service Incentive terms are located at [www.verizonenterprise.com/external/service\\_guide/reg/pr\\_internet\\_dedicated\\_plus\\_new\\_service\\_incentive\\_promotion.pdf](http://www.verizonenterprise.com/external/service_guide/reg/pr_internet_dedicated_plus_new_service_incentive_promotion.pdf).
  - 2. **Access +**: Verizon Services 90 Day Satisfaction Guarantee for Service terms are located at [www.verizonenterprise.com/external/service\\_guide/reg/pr\\_verizon\\_services\\_90\\_day\\_satisfaction\\_guarantee\\_for\\_service\\_promotion.pdf](http://www.verizonenterprise.com/external/service_guide/reg/pr_verizon_services_90_day_satisfaction_guarantee_for_service_promotion.pdf).
  - 3. **Internet Dedicated +**: Internet Dedicated New Service Incentive terms are located at [www.verizonenterprise.com/external/service\\_guide/reg/pr\\_internet\\_dedicated\\_plus\\_new\\_service\\_incentive\\_promotion.pdf](http://www.verizonenterprise.com/external/service_guide/reg/pr_internet_dedicated_plus_new_service_incentive_promotion.pdf).
  - 4. **Internet Dedicated +**: Verizon Services 90 Day Satisfaction Guarantee for Service terms are located at [www.verizonenterprise.com/external/service\\_guide/reg/pr\\_verizon\\_services\\_90\\_day\\_satisfaction\\_guarantee\\_for\\_service\\_promotion.pdf](http://www.verizonenterprise.com/external/service_guide/reg/pr_verizon_services_90_day_satisfaction_guarantee_for_service_promotion.pdf).

### Service Details

#### SERVICE ORDER FORM

Quote ID	193685257
Quote Version #	0
Order Section #	323494

Site Address	Location ID	Service Provided by	Currency	MRC	NRC
500 TENAFLY RD, TENAFLY, NJ 07670-1727, United States	17997775C	MCI Communications Services, Inc. d/b/a Verizon Business Services	USD	3,806.30	12,176.41
<b>Total excluding Taxes (as defined in the Contract)</b>			<b>USD</b>	<b>3,806.30</b>	<b>12,176.41</b>

**Service Order Details:** All Services provided by the Verizon entity shown in the Parties table unless otherwise specified below. The invoice will be based on service configuration at time of invoice reflective of any changes made by the Customer.

- 1. **Service Delivered to:**  
**Location ID:** 17997775C  
 500 TENAFLY RD, TENAFLY, NJ, 07670-1727, United States



Service Summary	MRC (USD)	NRC (USD)
Access +	1,693.20	0.00
Customer Premises Equipment and Related Services +	226.02	12,176.41
Internet Dedicated +	1,887.08	0.00
<b>Total (USD) excluding Taxes (as defined in the Contract)</b>	<b>3,806.30</b>	<b>12,176.41</b>

Service Detail for Location ID(s): 17997775C (See Appendix and Contract for any additional charges)	Activity Type	Quantity	MRC (USD)	NRC (USD)
<b>Access +, Service ID: 150020461</b> Activity Type: ADDED Service Commitment: 36 Months				
Local Access - Op/App Performance: Gold / Silver - 500 Mbps - UNI Speed: 1 Gbps (GigE) - TPV UNI Speed: 1 Gbps (GigE)	ADDED	N/A	1,693.20	0.00
Additional Promotions included: Verizon Services 90 Day Satisfaction Guarantee for Service Internet Dedicated New Service Incentive				
<b>Customer Premises Equipment and Related Services +, Service ID: See Appendix</b> Service Commitment: See Appendix				
Customer Premises Equipment and Related Services +			226.02	12,176.41
<b>Internet Dedicated +, Service ID: 150020503</b> Activity Type: ADDED Service Commitment: 36 Months				
Internet Dedicated Port - Tiered - 500 Mbps	ADDED	N/A	1,887.08	0.00
Additional Promotions included: Verizon Services 90 Day Satisfaction Guarantee for Service Internet Dedicated New Service Incentive				
<b>Total (USD) excluding Taxes (as defined in the Contract)</b>			<b>3,806.30</b>	<b>12,176.41</b>

**Appendix  
To Service Order Details**

**Appendix Summary:**

1. Customer Premises Equipment and Related Services +

**1. Customer Premises Equipment and Related Services +**

Location ID: 17997775C  
 500 TENAFly RD, TENAFly, NJ, 07670-1727, United States

Services provided by MCI Communications Services, Inc. d/b/a Verizon Business Services

Customer Premises Equipment and Related Services + Detail	Activity Type	Quantity	MRC (USD)	NRC (USD)
<b>Service ID: 150020504</b> Activity Type: ADDED Service Commitment: 36 Months				
Equipment - Purchase - CISCO3945E/K9 - Cisco 3945 w/SPE250, 4GE, 3EHWIC, 3DSP, 4SM, 256MBCF, 1GBDRAM, IPB	ADDED	1	N/A	11,362.37
Maintenance - Purchase - VZADVCARE7X24X4OS - VERIZON ADVANCE CARE MAINTENANCE 7X24X4 ON-SITE - for - CISCO3945E/K9	ADDED	1	226.02	N/A
Labor - Purchase - CPE IMPLEMENTATION-IDS - STAGING	ADDED	1	N/A	613.82





AND WAN SIDE DEPLOYMENT ONLY				
Software - Purchase - S39EUK9-15503M - CISCO 3925-3945 SPE IOS UNIVERSAL - Includes: VZADVCARE7X24X4OS - Includes: CPE IMPLEMENTATION-IDS	ADDED	1	N/A	0.00
Equipment - Purchase - CAB-AC - AC Power Cord (North America), C13, NEMA 5-15P, 2.1m - Includes: VZADVCARE7X24X4OS - Includes: CPE IMPLEMENTATION-IDS	ADDED	1	N/A	0.00
Equipment - Purchase - CAB-ETH-S-RJ45 - Yellow Cable for Ethernet, Straight-through, RJ-45, 6 feet - Includes: VZADVCARE7X24X4OS - Includes: CPE IMPLEMENTATION-IDS	ADDED	1	N/A	11.66
<b>Subtotal (Service ID: 150020504)</b>			<b>226.02</b>	<b>11,987.85</b>
<b>Delivery Charges</b>				
Shipping and Handling			0.00	188.56
<b>Delivery Charges Subtotal</b>			<b>0.00</b>	<b>188.56</b>
<b>CPE and Related Services Total USD excluding Taxes (as defined in the Contract)</b>			<b>226.02</b>	<b>12,176.41</b>

**TENAFLY PUBLIC SCHOOLS  
TRAVEL AND WORK-RELATED EXPENSE REIMBURSEMENTS**

**January 24, 2017**

*(Gas Allowance is \$.31 per mile)*

This listing is an attachment to the Tenafly Board of Education Resolution regarding Registration Fees, allowable Lodging, Transp. and M&IE (Meals and Incidental Expenses) reimbursements to be made by the Tenafly Public Schools.

The following people are administratively approved to attend work-related events according to the following details:

NAME	CONVENTION, SEMINAR, CONFERENCE, WORKSHOP	LOCATION & DATES	EXPENSES TO THE DISTRICT					TOTAL EXPENSES	PROF. DEVEL. ACCT. NUMB.
			REGIS. FEES	LODGING REIMB.	TRANSP. REIMB.	MEALS/IE REIMB.			
1 Jennifer Angerson Mackay School	Update to NJ Anti-Bullying Bill of Rights Act & Lawful Management of HIB Records	Lodi, NJ (2/9/17)	\$99.00	\$0.00	\$0.00	\$0.00	\$99.00	5829	
2 Jennifer Angerson Mackay School	Practical Guide to School Safety Team Management & Positive School Climate	Lodi, NJ (3/23/17)	\$99.00	\$0.00	\$0.00	\$0.00	\$99.00	5829	
3 Jacqueline Barbieri Smith School	Practical Guide to School Safety Team Management & Positive School Climate	Lodi, NJ (3/23/17)	\$99.00	\$0.00	\$0.00	\$0.00	\$99.00	6049	
4 Suzanne Bassett Central Office	NJAPSA - Hot Legal Topics in Education	Tinton Falls, NJ (2/2/17)	\$35.00	\$0.00	\$37.08	\$0.00	\$72.08	9323	
5 Marc Gold Central Office	FEA/NJPSA Fall Conference	Long Branch, NJ (10/19-10/20/17)	\$285.00	\$0.00	\$65.67	\$0.00	\$350.67	5836	
6 Amy Griffin Smith School	Practical Guide to School Safety Team Management & Positive School Climate	Lodi, NJ (3/23/17)	\$99.00	\$0.00	\$0.00	\$0.00	\$99.00	6049	
7 Lisa Krommenhoek Central Office	PARCC Training	Whippany, NJ (2/10/17)	\$0.00	\$0.00	\$18.69	\$0.00	\$18.69	5836	
8 Alexandria McKinnon, THS	"Slavery, Immigration & Public Memory in NYC"	New Brunswick, NJ (2/10/17)	\$35.00	\$0.00	\$43.65	\$0.00	\$78.65	9318	
9 Kathy Yanni Smith School	Practical Guide to School Safety Team Management & Positive School Climate	Lodi, NJ (3/23/17)	\$99.00	\$0.00	\$0.00	\$0.00	\$99.00	6049	
<b>TOTALS</b>			<b>\$850.00</b>	<b>\$0.00</b>	<b>\$165.09</b>	<b>\$0.00</b>	<b>\$1,015.09</b>		

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).

Ms. Stewart asked the Board if they had any questions or comments on the Finance Resolutions.

Resolutions F-4 through F-7 were approved as follows:

Yes - 9	Mark Aronson Natalie Barbanel Sam A. Bruno Janet I. Horan Sherri Rothstein Edward J. Salaski Jocelyn Schwarz Eileen D. Pleva Lynne W. Stewart	No - 0   Abstain - 0  Absent - 0
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Resolutions F-1, F-2 and F-3 were approved as follows:

Yes - 7	Mark Aronson Sam A. Bruno Janet I. Horan Sherri Rothstein Edward J. Salaski Eileen D. Pleva Lynne W. Stewart	No - 0   Abstain - 2 Natalie Barbanel Jocelyn Schwarz  Absent - 0
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## ORAL COMMUNICATIONS-SECOND OPPORTUNITY

Board President Stewart inquired if there were any members of the audience who wished to address the Board on any item not listed on the agenda.

No comments were made.

A motion was made by Ms. Natalie Barbanel and seconded by Ms. Eileen D. Pleva to adjourn the meeting.

The motion was unanimously approved.

The meeting adjourned at 9:33 p.m.

Respectfully submitted,



Yas Usami  
Business Administrator/  
Board Secretary