

MINUTES OF THE WORK SESSION
OF THE TENAFLY BOARD OF EDUCATION
TUESDAY EVENING, JANUARY 19, 2021

TENAFLY HIGH SCHOOL MEDIA CENTER
VIRTUAL MEETING VIA ZOOM VIDEO CONFERENCE

I. SUNSHINE STATEMENT/CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:15 p.m. by Board President Jocelyn Schwarz 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.

The following Board members were present:

Mark Aronson
Inbal Israeli Miller
Michelle Merchant
Yelena Meytes
Paula Newman

Edward J. Salaski
Michael Wilderman
Jane Juhng
Jocelyn Schwarz

Also present:

Ms. Shauna DeMarco, Superintendent
Dr. Evelyn Mamman, Assistant Superintendent for Curriculum and Instruction
Ms. Cheryl Nardino, Business Administrator/Board Secretary
Ms. Danielle Diaz, Human Resources Manager

II. CLOSED SESSION

Be it Resolved, that the Tenafly Board of Education determines it is necessary to meet in Closed Session on January 19, 2021 to discuss Legal, Personnel matters and Student matters; and

Be it Further Resolved, that these matters will be made public when the need for confidentiality no longer exists.

*Motion to go into Closed Session at 7:15 p.m.
Moved: Ms. Juhng Second: Mr. Aronson*

*Motion to convene from closed session at 8:00 p.m.
Moved: Mr. Aronson Second: Mr. Salaski*

III. PUBLIC MEETING

The public meeting was called to order at 8:05 p.m. by Ms. Schwarz and opened the meeting with the Pledge of Allegiance to the flag.

The following Board members were present:

Mark Aronson
Inbal Israeli Miller
Michelle Merchant
Yelena Meytes
Paula Newman

Edward J. Salaski
Michael Wilderman
Jane Juhng
Jocelyn Schwarz

Also present:

Ms. Shauna DeMarco, Superintendent
Dr. Evelyn Mamman, Assistant Superintendent for Curriculum and Instruction
Ms. Cheryl Nardino, Business Administrator/Board Secretary
Ms. Danielle Diaz, Human Resources Manager
Kira Baltaytis, Sr. Student Representative
Jessica Lee, Jr. Student Representative
There were approximately 60 participants via Zoom from the public.

IV. PUBLIC COMMENT

- Statement read by Jackie Wellman, TEA Presentation regarding COVID concerns for staff and students. Board President Schwarz responded on behalf of the Board.

V. COMMITTEE REPORTS

- Mr. Salaski gave an update on Finance Committee.
- Ms. Merchant gave an update on the Diversity Committee meeting.

VI. UPDATES ON RELATED GROUPS

- Mr. Salaski attended HSA meeting which was regarding COVID concerns.
- Ms. Juhng attended December HSA meeting and focus was on the website.

VII. STUDENT REPRESENTATIVES' REPORT

- Jessica and Kira stated that the "Tenafly's Got Talent" will broadcast live. They also attended a Principal's cabinet meeting and the topics discussed were about in-person and virtual instruction.

VIII. PROPOSED RESOLUTIONS

The following draft resolutions were recommended by the Superintendent of Schools for January 25, 2021:

ORGANIZATION

RESOLUTION O-1 APPROVAL TO APPOINT DELEGATE TO NEW JERSEY SCHOOL BOARDS ASSOCIATION

BE IT RESOLVED that Edward Salaski and Paula Newman be appointed as Legislative Chairs to the New Jersey School Boards Association (NJSBA) for one year.

BE IT FURTHER RESOLVED that the policy authorizing the duties of the delegate to the NJSBA be approved as follows:

- a. Represent the Board at meetings at the NJSBA.
- b. Study and report to the Board all proposed State and Federal Legislation of interest and relevance.
- c. At the direction of the Board, prepare a proposed resolution for submission to the State School Boards Association.

This policy shall not prohibit or discourage other Board Members from active participation in Legislative affairs.

PERSONNEL

RESOLUTION P-1 RESIGNATION AND RETIREMENTS

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

NAME, POSITION, LOCATION	REASON	EFFECTIVE DATE
Barbara Cohan, Secretary, Tenafly High School	Retirement	June 30, 2021
Barbara Ryan, Secretary, Mackay School	Retirement	June 30, 2021
David Galperin, 19-Hour Paraprofessional, Tenafly Middle School	Resignation	December 31, 2020
Donna Garlasco, 30-Hour Paraprofessional, Stillman School	Retirement	December 31, 2020

RESOLUTION P-2 APPROVAL OF SUBSTITUTES

BE IT RESOLVED that the substitutes listed below with a NJ Instructional, NJ Educational Services or NJ Substitute Credential or those to serve as substitute secretaries, substitute custodians or substitute paraprofessionals be approved by the Board of Education for the 2020-2021 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 as noted:

NAME	CERTIFICATION	POSITION/RATE
Catherine Vecchio ¹	NJ Substitute Credential	Paraprofessional/Substitute Differential
Lauren Brown	NJ Substitute Credential	Substitute Teacher, \$150 per diem
Nina Mody	NJ Substitute Credential	Substitute Teacher, \$150 per diem

¹Exiting district Paraprofessional.

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:

<u>Maugham Elementary School</u>		
NAME/POSITION	EMPLOYMENT DATES	SALARY/CLASSIFICATION
Siwoo Kim ESL Teacher Leave Replacement/ Non-Tenurable	01/26/2021 – 02/11/2021 02/22/2021 – 06/30/2021	Per-Diem Substitute Teacher Standard: Teacher of English as a Second Language MA, Line 4 \$61,729 pro rata

<u>Smith Elementary School</u>		
NAME/POSITION	EMPLOYMENT DATES	SALARY/CLASSIFICATION
TBA Speech Language Specialist Leave Replacement/ Non-Tenurable	TBD – 06/30/2021	Standard: Speech Language Specialist MA, Line x \$xx,xxx pro rata

<u>Stillman Elementary School</u>		
NAME/POSITION	EMPLOYMENT DATES	SALARY/CLASSIFICATION
Isabel Park School Occupational Therapist Leave Replacement/ Non-Tenurable	TBD ¹ – 06/30/2021	Standard: School Occupational Therapist DR, Line 1 \$67,969 pro rata

¹Pending NJDOE issuance of certification.

<u>Tenafly Middle School</u>		
NAME/POSITION	EMPLOYMENT DATES	SALARY/CLASSIFICATION
Kevin Harris Custodian	TBD – 06/30/2021	Full-Time Custodian, Level A \$45,635 pro rata

<u>Tenafly High School</u>		
NAME/POSITION	EMPLOYMENT DATES	SALARY/CLASSIFICATION
Claudia Barone Physics Teacher	TBD ¹ – 06/30/2021	CEAS: Teacher of Physics ¹ MA, Line 1 \$60,229 pro rata

¹Pending NJDOE issuance of certification.

<u>Central Office/District</u>		
NAME/POSITION	EMPLOYMENT DATES	SALARY/CLASSIFICATION
TBA Supervisor of Buildings and Grounds	TBD – 06/30/2021	\$ pro rata Non-Bargaining Unit Position
Sheryl Leidig Treasurer of School Monies	01/26/2021 – 06/30/2021	\$7,500 pro rata Non-Bargaining Unit Position

RESOLUTION P-4 STAFF/POSITION RECLASSIFICATIONS

BE IT RESOLVED that the Board approves the following reclassifications:

NAME	FROM	TO	EFFECTIVE DATES
Stephanie Perry	Paraprofessional Toileting Stipend: 09/01/20-06/30/21	Paraprofessional Toileting Stipend: 09/01/20-12/11/20	As noted
Briana Shuki	2 nd Grade Leave Replacement/ Non-Tenurable, Smith 09/01/20 – 12/23/20	2 nd Grade Leave Replacement/ Non-Tenurable, Smith 09/01/20 – 03/19/21 Per Diem-Substitute Teacher, District 03/22/21 – 06/30/21	As noted
JuYoung Jeong	2 nd Grade Leave Replacement/ Non-Tenurable, Maugham 11/14/20 – 01/22/21	2 nd Grade Leave Replacement/ Non-Tenurable, Maugham 01/25/21 – 02/26/21	As noted.

RESOLUTION P-5 APPROVAL OF EXTRA COMPENSATION APPOINTMENTS FOR 2020-2021 SCHOOL YEAR

BE IT RESOLVED that the Board approves the following individuals as extra-compensation appointments to the positions indicated for the 2020-2021 school year, which will operate virtually in the event of a school closure:

TENAFLY MIDDLE SCHOOL EXTRA SERVICE COMPENSATION

Position	Name	Stipend Amount
Title I Intervention Program	Tara Miller	\$80 per hour (Title I Funds), Two hours per week for twelve weeks

TENAFLY HIGH SCHOOL EXTRA SERVICE COMPENSATION

Position	Name	Stipend Amount
Science Olympiad Advisor	William Dove	\$1,154.25 (.75)

TENAFLY HIGH SCHOOL WINTER SPORTS

Position	Season	Name	Stipend Amount
Basketball – Volunteer Coach ¹	Winter	Oren Fox	n/a
Basketball – Volunteer Coach ¹	Winter	John Cornet	n/a

¹Pending NJ Criminal History Review Check

RESOLUTION P-6 LEAVE OF ABSENCE FOR 2ND GRADE TEACHER AT SMITH

BE IT RESOLVED that the Board, in accordance with the Article VI., C and the New Jersey Family Leave Act (NJFLA), grants Meaghan Kistner, 2nd Grade Teacher at Smith, an unpaid child rearing leave of absence from January 4, 2021 – March 19, 2021.

RESOLUTION P-7 JOB DESCRIPTION

BE IT RESOLVED that the Board approves the following job description:

- Director of Special Education

RESOLUTION P-8 APPROVAL OF 2021 SUMMER SCHOOL STAFF

BE IT RESOLVED that the Board approves the following individuals to fill the 2021 Summer School positions listed at the salaries indicated:

NAME	SUMMER SCHOOL POSITION	SUMMER SCHOOL SALARY
Cristina Cutrone	Director	\$8,404
Rachel Barker	Assistant Director	\$6,304
Eric Nissenbaum	Registrar	\$3,303
Mary Haines	Secretary	\$1,500
Barbara Lyons	Nurse	\$4,550

RESOLUTION P-9 APPROVAL OF TOILETING STIPENDS FOR PARAPROFESSIONALS

BE IT RESOLVED that the Board approves the following paraprofessional to receive a \$1,000 toileting stipend during the 2020-2021 school year:

Paraprofessional
Maritza Hoffman

RESOLUTION P-10 LEAVE OF ABSENCE FOR 19-HOUR PARAPROFESSIONAL AT MACKAY

BE IT RESOLVED that the Board, in accordance with the Family and Medical Leave Act (FMLA), grants Tetyana Fedak, 19-Hour Paraprofessional at Mackay, an unpaid leave of absence from January 4, 2021 – January 29, 2021.

RESOLUTION P-11 LEAVE OF ABSENCE FOR 19-HOUR PARAPROFESSIONAL AT MACKAY

BE IT RESOLVED that the Board, in accordance with the New Jersey Family Leave Act (NJFLA), grants Amanda Voegeli, 19-Hour Paraprofessional at Stillman, an unpaid leave of absence from January 4, 2021 – February 26, 2021.

RESOLUTION P-12 LEAVE OF ABSENCE FOR SUPERVISOR OF SECONDARY CURRICULUM AND INSTRUCTION – [M.D. – PENDING OFFICIAL ACCEPTANCE]

BE IT RESOLVED that the Board, in accordance with the New Jersey Family Leave Act (NJFLA), grants MD _____

RESOLUTION P-13 APPROVAL OF PLACEMENT OF STUDENT TEACHERS

BE IT RESOLVED that in accordance with Policy #9541 Student Teacher/Interns, the Board approves the [attached individuals](#) to serve for the 2020-2021 school year.

RESOLUTION P-14 APPROVAL OF EMPLOYMENT CONTRACT FOR SUPERINTENDENT OF SCHOOLS

BE IT RESOLVED that the Tenafly Board of Education (hereinafter referred to as the "Board") appoints Shauna DeMarco, as the Superintendent of Schools for the Tenafly School District for the period beginning on July 1, 2021 through June 30, 2025.

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 [Employment Agreement](#) by and between the Board and Shauna DeMarco as approved by the Interim Executive County Superintendent.

RESOLUTION P-15 APPROVAL OF QUANTITATIVE MERIT PAY CRITERIA

WHEREAS the Tenafly Board of Education (hereinafter referred to as the "Board") submitted merit pay criteria for the 2020-2021 school year for Shauna DeMarco to the Interim Executive County Superintendent for review; and

WHEREAS the Interim Executive County Superintendent approved the merit pay criteria for Ms. DeMarco on December 24, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that the following quantitative criteria that was submitted and approved by the Interim Executive County Superintendent has been satisfactorily accomplished by Ms. DeMarco:

Quantitative:

1. The Superintendent will facilitate more effective learning in the district as the district transitions from asynchronous to synchronous learning by providing professional development to the staff focusing on content and making online learning as interactive as possible. Value 3.33%.

BE IT FURTHER RESOLVED that Ms. DeMarco shall be entitled to, and shall receive, a merit pay bonus of \$6,546 on June 30, 2021; and

BE IT FURTHER RESOLVED that the Board shall submit the within resolution to the Interim Executive County Superintendent for review and approval prior to payment being made to Ms. DeMarco on June 30, 2021.

ADMINISTRATION

RESOLUTION A-1 APPROVAL TO AFFIRM THE SUPERINTENDENT’S DECISION IN HIB INVESTIGATIONS

BE IT RESOLVED that the Tenaflly Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in HIB Investigation Numbers 2020-21/3, TMS-1N and 2020-21/4, THS-2Y for the reasons set forth in the Superintendent’s decision to the students’ parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

CURRICULUM

RESOLUTION C-1 ADOPT THE HIGH SCHOOL PROGRAM OF STUDIES

BE IT RESOLVED that the Board of Education adopt the [High School Program of Studies](#) for the 2020-2021 school year.

RESOLUTION C-2 ADOPT THE MIDDLE SCHOOL PROGRAM OF STUDIES

BE IT RESOLVED that the Board of Education adopt the [Middle School Program of Studies](#) for the 2020-2021 school year.

RESOLUTION C-3 ADOPT THE ELEMENTARY SCHOOL PROGRAM OF STUDIES

BE IT RESOLVED that the Board of Education adopt the [Elementary School Program of Studies](#) for the 2020-2021 school year.

RESOLUTION C-4 APPROVAL OF PROFESSIONAL DEVELOPMENT REQUESTS

BE IT RESOLVED that the Tenaflly Board of Education approve the [professional development requests](#), as per the attached report.

SPECIAL EDUCATION

RESOLUTION S-1 APPROVAL OF SETTLEMENT AGREEMENT AND RELEASE

BE IT RESOLVED by the Tenaflly Board of Education (hereinafter referred to as the “Board”) that the terms, stipulations and conditions as established [in the Settlement Agreement](#) and Release (hereinafter referred to as “Agreement”) between the Board and the Parents of a student (#909) whose name is on file in the Superintendent’s office, and which Agreement is located in the student’s file, 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 TUITION PROGRAMS AND EXTRAORDINARY SERVICES OF ONE TO ONE AIDES 2020 – 2021

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

STUDENT	SCHOOL	TYPE	TUITION	AIDES
10 Month Students				
#904	Holmstead School	Private	\$37,064.00 Pro-rated 12/10/20	
12 Month Students				
#908	Banyon School	Private	\$36,138.75 Pro-rated 12/14/2020	\$18,430.00
#910	Calais School	Private	\$44,635.00 Pro-rated 12/14/2020	
#901	Chancellor Academy	Private	\$43,179.00 Pro-rated 01/04/2021	
#859	Forum	Private	\$49,936.77 Pro-rated 12/02/2020	
#824	Phoenix Center	Private		\$34,200.00
#625	Ridgefield	Public		\$47,911.00
#626	Ridgefield	Public		\$47,911.00
Extended School Year				
#878	New Alliance Academy	Private	\$7,857.00	
#838	Windsor Bergen Academy	Private	\$9,277.50	

FINANCE

RESOLUTION F-1 TREASURER'S REPORT FOR OCTOBER 2020

BE IT RESOLVED that the [Treasurer's report](#) for the month of October 2020, be accepted as submitted and filed in the official minutes of this meeting.

RESOLUTION F-2 BOARD SECRETARY'S REPORT FOR OCTOBER 2020

BE IT RESOLVED that the [Board Secretary's](#) report for the month of October 2020 be accepted as submitted (or amended if changes are made during the meeting) and filed in the official minutes of this meeting. Pursuant to N.J.A.C. 6A:23-2.11, we certify that as the Board Secretary's monthly financial report (appropriations section) did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected in this

report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

RESOLUTION F-3 TREASURER’S REPORT FOR NOVEMBER 2020

BE IT RESOLVED that the [Treasurer’s report](#) for the month of November 2020, be accepted as submitted and filed in the official minutes of this meeting.

RESOLUTION F-4 BOARD SECRETARY’S REPORT FOR NOVEMBER 2020

BE IT RESOLVED that the [Board Secretary’s](#) report for the month of November 2020 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-5 TREASURER’S REPORT FOR DECEMBER 2020

BE IT RESOLVED that the [Treasurer’s report](#) for the month of December 2020, be accepted as submitted and filed in the official minutes of this meeting.

RESOLUTION F-6 BOARD SECRETARY’S REPORT FOR DECEMBER 2020

BE IT RESOLVED that the [Board Secretary’s](#) report for the month of December 2020 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-7 TRANSFERS FOR DECEMBER 2020

BE IT RESOLVED that the Board of Education approves transfers for the 2020-2021 school budget in a report dated December 31, 2020, as submitted and filed in the Business Administrator/Board Secretary’s office.

BE IT FURTHER RESOLVED that the [transfer list be attached](#) to the official minutes of the Board.

RESOLUTION F-8 APPROVAL OF BILLS FOR DECEMBER 10, 2020 THROUGH DECEMBER 31, 2020

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$ _____ for December 10, 2020 through December 31, 2020, 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:

	Fund	Totals
(10)	General Fund	
(11)	General Current Expense	

(12)	Capital Outlay	
(13)	Special Schools	
(20)	Special Revenue Funds	
(30)	Capital Projects Funds	
(50)	Enterprise Fund	
(55)	Preschool Program Fund	
(60)	Trust and Agency Funds	
	TOTAL	

RESOLUTION F-9 APPROVAL OF BILLS FOR JANUARY 1, 2021 THROUGH JANUARY 19, 2021

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$_____ for January 1, 2021 through January 19, 2021, 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:

	Fund	Totals
(10)	General Fund	
(11)	General Current Expense	
(12)	Capital Outlay	
(13)	Special Schools	
(20)	Special Revenue Funds	
(30)	Capital Projects Funds	
(50)	Enterprise Fund	
(55)	Preschool Program Fund	
(60)	Trust and Agency Funds	
	TOTAL	

RESOLUTION F-10 PAYROLL FOR DECEMBER 2020

BE IT RESOLVED that the regular payroll for December 2020 be and hereby is approved for payment as follows:

PAYROLL	
Date	Amount
12/15/20	\$2,158,524.45
12/23/20	\$2,149,945.03

RESOLUTION F-11 APPROVAL TO APPROPRIATE FY 2019-2020 SPECIAL EDUCATION EXTRAORDINARY AID

BE IT RESOLVED that the Tenafly Board of Education has received written notification of their FY 2019-2020 Special Education Extraordinary Aid in the amount of \$1,174,610; and that the Tenafly Board of Education approves the transfer of \$1,174,610 of Other State Aid Revenue to the district's General Fund account, and appropriate \$350,000 to 11-000-216-320-00-00 OT/PT/Speech Services, \$324,610 to 11-000-217-320-EX-07 Extraordinary Services, and \$500,000 to 11-000-566-00-07 Special Education Tuition.

RESOLUTION F-12 APPROVAL PROPOSAL FROM EI ASSOCIATES FOR PROFESSIONAL ENGINEERING SERVICES

BE IT RESOLVED that Tenafly the Board of Education approve a proposal from EI Associates for engineering services at the high school athletic field. Both geotechnical and survey work will be performed to address the playing surfaces for short term and long term solutions. The fee for this proposal will not exceed \$27,000. The proposal is attached for your review.

IX. PUBLIC COMMENT

None

X. NEW BUSINESS

None

*Motion to adjourn the meeting at 8:58 p.m. and go back into Closed Session
Moved: Ms. Israeli-Miller Second: Ms. Merchant*

Respectfully submitted,

Cheryl Nardino

Cheryl Nardino
Business Administrator/
Board Secretary