



**TENAFLY PUBLIC SCHOOLS
TENAFLY BOARD OF EDUCATION**

Monday, January 6, 2020

BOARD OF EDUCATION MEETING

OPEN SESSION

AGENDA

SESSION 1: REORGANIZATION MEETING

- **Reorganization Resolutions**
- **Public Comments**
- **Adjournment**

SESSION 2: REGULAR PUBLIC MEETING (page 16)

Closed Session

Open Session

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

Public Comments

Adjournment



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

Monday, January 6, 2020

Tenafly Board of Education
Hegelein Building
500 Tenafly Road
Tenafly, NJ 07670

Board of Education

TBD, President
TBD, Vice President
Mr. Mark Aronson
Ms. Natalie Barbanel
Ms. Patricia Flynn
Ms. Janet I. Horan
Ms. Inbal Israeli Miller
Ms. Jane Juhng
Ms. Paula Newman
Mr. Edward J. Salaski
Ms. Jocelyn Schwarz

Administration

Ms. Shauna De Marco, Superintendent
Dr. Evelyn Mamman, Assistant Superintendent of Curriculum and Instruction
Mr. Yas Usami, Business Administrator/Board Secretary
Ms. Danielle Diaz, Human Resources Manager
Ms. Suzanne Bassett, Assistant to the Superintendent for Special Services

Representatives to the Board

Derek Kim, Senior
Kira Baltaytis, Junior

School Administrators

Mr. Jim Morrison, THS
Mr. John Fabbo, TMS
Ms. Brenda Yoo, MK
Ms. Jennifer Ferrara, MG
Mr. Brian Ross, SM
Ms. Gayle Lander, ST

(SESSION 1) REORGANIZATION MEETING

1.	OPEN SESSION – 6:30 p.m.	
2.	A. Call to Order B. Adequate Notice Statement C. Roll Call D. Pledge of Allegiance E. Reading of Election Results into Record F. Administering of Oath to Elected Board Member	Y. Usami Y. Usami Y. Usami Y. Usami Y. Usami Y. Usami
3.	Election of President President assumes role of Chairperson of the meeting	Y. Usami President-Elect
4.	Election of Vice President	President-Elect
5.	<u>Public Comments – Reorganization Agenda Items (Session 1)</u> Citizens may address the Board of Education on any item <i>listed on the agenda</i> . 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.	
6.	<u>Public Comments -- Reorganization Non-Agenda Items (Session 1)</u> Citizens may address the Board of Education on any item <i>not listed on the agenda</i> . 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.	
7.	Action Items for Reorganization Meeting Agenda (Session 1)	
8.	<u>Public Comments – Second Opportunity- Reorganization (Session 1)</u> Citizens may address the Board of Education on any item <i>listed on or not listed on the agenda</i> . 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.	
9.	Adjourn Reorganization Meeting	
10.	CLOSED SESSION – 7:30 p.m.	
11.	Regular Public Meeting – (Session 2) 8:00 p.m.	

RESOLUTION O-1	APPROVAL OF BOARD COMMITTEE MEMBERS FROM JANUARY 6, 2020 REORGANIZATION TO THE NEXT REORGANIZATION MEETING
RESOLUTION O-2	APPROVAL OF COMMUNITY GROUP COMMITTEES AND THEIR RESPECTIVE MEMBERSHIPS FROM JANUARY 6, 2020 REORGANIZATION TO THE NEXT REORGANIZATION MEETING
RESOLUTION O-3	DESIGNATION OF DEPOSITORY
RESOLUTION O-4	INVESTMENT OF FUNDS
RESOLUTION O-5	PAYROLL AUTHORIZATION
RESOLUTION O-6	DESIGNATION OF OFFICIAL NEWSPAPERS

RESOLUTION O-7	ADOPTION OF CODE OF ETHICS
RESOLUTION O-8	MEMBERSHIP IN NEW JERSEY SCHOOL BOARDS ASSOCIATION AND BERGEN COUNTY SCHOOL BOARDS ASSOCIATION
RESOLUTION O-9	AUTHORIZATION TO DISBURSE FUNDS FOR SOCIAL SECURITY, AND HEALTH AND DENTAL BENEFITS
RESOLUTION O-10	APPROVE THE APPOINTMENT OF MEDICAL PHYSICIAN FOR THE TENAFLY SCHOOL DISTRICT EFFECTIVE JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING
RESOLUTION O-11	DESIGNATION OF SERVICE PROFESSIONALS
RESOLUTION O-12	ANNUAL SCHEDULE OF BOARD MEETINGS FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING
RESOLUTION O-13	DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING
RESOLUTION O-14	APPOINTMENT OF THE QUALIFIED PURCHASING AGENT FOR THE DISTRICT FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING
RESOLUTION O-15	APPROVAL OF CUSTODIAN OF GOVERNMENT RECORDS FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING
RESOLUTION O-16	APPROVAL TO APPOINT DISTRICT LIAISON TO LAW ENFORCEMENT
RESOLUTION O-17	APPROVAL TO APPOINT DISTRICT LIAISON TO DESIGNATED CHILD WELFARE AUTHORITIES
RESOLUTION O-18	APPROVAL TO APPOINT AFFIRMATIVE ACTION OFFICER
RESOLUTION O-19	APPROVAL TO APPOINT DISTRICT ANTI-BULLYING COORDINATOR
RESOLUTION O-20	APPROVAL OF STATE AUTHORIZED CONTRACTORS FOR 2020
RESOLUTION O-21	APPROVAL OF APPOINTING EIFERT, FRENCH & CO. TO SERVE AS THE BOARD'S RISK MANAGER OF RECORD
RESOLUTION O-22	RENEWAL OF COOPERATIVE BIDDING AND RIGHT-TO-KNOW SERVICE AGREEMENT WITH EDUCATIONAL DATA SERVICES INC FOR 2020-2021
RESOLUTION O-23	APPROVAL OF APPOINTING BROWN & BROWN ADVISORS TO SERVE AS THE BOARD'S BROKER OF RECORD FOR DENTAL AND HEALTH INSURANCE
RESOLUTION O-24	APPROVAL TO CONTINUE COOPERATIVE PURCHASING AGREEMENT WITH EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY (ESCNJ)
RESOLUTION O-25	APPROVAL TO ADOPT EXISTING, REVISED AND NEW DISTRICT POLICIES & REGULATIONS
RESOLUTION O-26	APPROVAL TO CONTINUE PARTICIPATION IN THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PRICING SYSTEM
RESOLUTION O-27	APPROVAL TO CONTINUE PARTICIPATION IN THE CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION

	COOPERATIVE PRICING AGREEMENT
RESOLUTION O-28	APPROVAL TO APPOINT THE DISTRICT INDOOR AIR QUALITY DESIGNATED PERSON
RESOLUTION O-29	APPROVAL TO DESIGNATE THE DISTRICT INTEGRATED PEST MANAGEMENT COORDINATOR
RESOLUTION O-30	APPROVAL TO APPOINT DOMESTIC VIOLENCE COORDINATOR

REORGANIZATION MEETING

RESOLUTION O-1 APPROVAL OF BOARD COMMITTEE MEMBERS FROM JANUARY 6, 2020 REORGANIZATION TO THE NEXT REORGANIZATION MEETING

BE IT RESOLVED that the Tenafly Board of Education approves the Board Committees of trustees who signed up for membership of specific committees.

RESOLUTION O-2 APPROVAL OF COMMUNITY GROUP COMMITTEES AND THEIR RESPECTIVE MEMBERSHIP FROM JANUARY 6, 2020 REORGANIZATION TO THE NEXT REORGANIZATION MEETING

BE IT RESOLVED that the Tenafly Board of Education approves the Community Group Committees of Tenafly School community members who signed up for membership for specific committees. A Board representative will attend these meetings.

RESOLUTION O-3 DESIGNATION OF DEPOSITORY

BE IT RESOLVED that the Board of Education hereby designates Investors Bank as the depository for funds of the Board of Education and Tenafly schools; that the indicated accounts be authorized, and that the designated school officials be approved as the signatories for each account and the designated depositories of funds and school officials will serve at the pleasure of the Board.

Investors Bank – Englewood, NJ

ACCOUNT	TYPE	NUMBER OF SIGNATURES NEEDED	
General Account	Checking	(3 of 4)	Board President Board Vice President Board Secretary Treasurer of School Monies
Net Payroll	Checking	(2 of 3)	Board President Board Secretary Treasurer of School Monies
Payroll Agency Account	Checking	(2)	Board Secretary Board President
Summer Savings	Checking	(3 of 3)	Board President Board Secretary Treasurer of School Monies
Petty Cash Account	Checking	(2)	Board Secretary Asst. to Business Administrator
School General Account	Checking	(2)	Board Secretary Asst. to Business Administrator

Student Organization Middle School	Checking	(2 of 5)	M.S. Principal or Vice Principal; and M.S. Principal Secretary or M.S. Bookkeeper or Board Secretary
Student Activities Account	Checking	(3 of 3)	Board President Board Vice President Board Secretary
Unemployment Acct. (Board)	Checking	(3)	Board President Board Secretary Asst. to Business Administrator
Cafeteria Account	Checking	(3)	Board President Board Secretary Asst. to Business Administrator
T. E. F. Account	Checking	(2)	Board Secretary Asst. to Business Administrator
Special Projects	Checking	(2)	Board Secretary Asst. to Business Administrator
High School Student Organization	Checking	(2 of 5)	H.S. Principal or Vice Principal; and H.S. Bookkeeper or Principal Secretary or Board Secretary
High School Class Account	Checking	(2 of 5)	H.S. Principal or Vice Principal; and H.S. Bookkeeper or Principal Secretary or Board Secretary
Athletic Account	Checking	(2 of 5)	H.S. Principal or Vice Principal or Board Secretary or Supervisor of Athletics; and Athletic Secretary
Flex Spending Account	Checking	(2)	Board Secretary Asst. to Business Administrator

RESOLUTION O-4 INVESTMENT OF FUNDS

BE IT RESOLVED that the Business Administrator/Board Secretary be authorized to invest Board of Education funds as available without prior Board approval, with said action to be ratified at the next public meeting of the Board following said investment (s) when appropriate; and

BE IT FURTHER RESOLVED, investments shall only be made with the banks heretofore approved as designated depositories for board funds, and only in instrumentalities approved for investment of these public moneys:

Investors Bank - Englewood, NJ

RESOLUTION O-5 PAYROLL AUTHORIZATION

BE IT RESOLVED that the Business Administrator/Board Secretary be authorized to transfer funds from the general accounts to the net payroll and agency accounts, as needed to provide for payment of payrolls and legal obligations in connection therewith, and to disburse funds from the net payroll and agency accounts to and on behalf of employees, all in a manner consistent with law and the contractual obligations between the Board and its employees, and

BE IT FURTHER RESOLVED that the Board President, and Business Administrator/Board Secretary shall certify each payroll as required by law, and

BE IT FURTHER RESOLVED that a resolution shall be submitted to the Board each month for approval of all payrolls paid the prior month.

RESOLUTION O-6 DESIGNATION OF OFFICIAL NEWSPAPERS

BE IT RESOLVED that The Record, and/or Star Ledger and/or Press Journal and/or Suburbanite be designated as the official newspapers from January 6, 2020 to the next Reorganization meeting in January 2021, to be used for legal notices needed at the discretion of the Business Administrator/ Board Secretary in accordance with the statutes of the State of New Jersey.

RESOLUTION O-7 ADOPTION OF CODE OF ETHICS

BE IT RESOLVED that the following Code of Ethics, developed by the New Jersey School Boards Association, be adopted as the code to which each Tenafly Board member subscribes during the elected term of January 6, 2020 to the next Reorganization meeting.

1. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools, which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confine my board action to policymaking, planning and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer schools, but together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action, which may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.

8. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

RESOLUTION O-8 MEMBERSHIP IN NEW JERSEY SCHOOL BOARDS ASSOCIATION AND BERGEN COUNTY SCHOOL BOARDS ASSOCIATION

BE IT RESOLVED that the Board of Education approves membership in the New Jersey School Boards Association and the Bergen County School Boards Association from January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-9 AUTHORIZATION TO DISBURSE FUNDS FOR SOCIAL SECURITY, AND HEALTH AND DENTAL BENEFITS

BE IT RESOLVED that the Board of Education authorizes the Business Administrator/Board Secretary to disburse funds in payment of employees' share of social security, health benefits and dental benefits when they are due without prior Board of Education approval from January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-10 APPROVE THE APPOINTMENT OF MEDICAL PHYSICIAN FOR THE TENAFLY SCHOOL DISTRICT EFFECTIVE JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING

BE IT RESOLVED that the Board of Education appoints Dr. John Owens as the medical physician for the Tenafly School District, effective January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-11 DESIGNATION OF SERVICE PROFESSIONALS

BE IT RESOLVED that the following firms are designated as the official professionals of the Board of Education for the following services for the following dates:

		Term	Contract Amount
ARCHITECT	<u>EI Associates</u> 8 Ridgedale Avenue Cedar Knolls, NJ 07927	12/10/19 - to 12/9/20	\$45 - \$170/hr
AUDITOR	<u>Lerch, Vinci & Higgins</u> 17-17 Route 208N Fair Lawn, NJ 07410	1/06/20 – 6/30/20	\$35,000 - Audit \$45 - \$175/hr
LEGAL	<u>Fogarty & Hara</u> 21-00 Route 208 South Fair Lawn, NJ 07410	1/01/20- 12/31/20	\$175/hr - Partners \$155/hr - Associates
BOND COUNSEL	Lisa Gorab, Esq. <u>Wilentz, Goldman & Spitzer</u> 90 Woodbridge Center Drive Woodbridge, NJ 07095	1/01/20- to next Reorganization mtg.	Contract services vary (Contract is on file in Business Office)

ENVIRONMENTAL & AHERA SVCS.	ER&M Inc. (Environmental Remediation & Management Inc.) 20-10 Maple Ave., Bldg. 35E Fair Lawn, NJ 07410	1/06/20- to next Reorganization mtg.	Semi-Annual Periodic Surveillance Inspections-\$2,250 Awareness Training-\$555 Annual Notification Letter-\$25
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RESOLUTION O-12 ANNUAL SCHEDULE OF BOARD MEETINGS FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING

WHEREAS, the Open Public Meetings Law, P.L. 1975, requires that annual notice must be given each year compiling and disseminating a schedule of meetings to be held by a public body during the coming year; and

WHEREAS, the annual notice must be disseminated within seven days following the Annual Reorganization of the Board of Education; now

THEREFORE, BE IT RESOLVED that the attached annual meeting schedule be adopted and posted in accordance with law.

**TENAFLY PUBLIC SCHOOLS
 OFFICIAL**

Schedule of Public Meetings of the Tenafly Board of Education

Pursuant to the requirements of the Open Public Meetings Act, Chapter 231, P. L. 1975, notice is hereby given of the schedule of Public Meetings of the Tenafly Board of Education to be held on **January 6, 2020 to the next Reorganization meeting.**

All meetings begin with a closed session at approximately 7:00 p.m. and an open session immediately following at approximately 8:00 p.m., location is the Hegelein Building, 500 Tenafly Road, Tenafly, except where noted.

If the date of any of the scheduled public meetings is changed, or if an additional meeting is scheduled, a notice of such Special Public Meeting shall be issued and posted as required by law.

Official action may be taken at any public meeting. In addition, official action may also be taken at any public meeting to hold an executive session to handle matters, which by law may be discussed in closed session. Such matters include negotiations, personnel, security, real estate, litigation, and investments.

Public comment and questions are permitted during Board of Education Regular Public Meetings.

Copies of the annual schedule will be sent to:

Clerk, Borough of Tenafly , The Tenafly Library, The Record, The Suburbanite, Star Ledger, Northern Valley Press, All Schools, HSA Representatives and Tenafly Public Schools' Website.

TENAFLY BOARD OF EDUCATION (rev 12-9-19)
500 Tenafly Road, Tenafly, NJ 07670
Schedule of Public Meetings (Work Sessions and Regular Meetings)

All meetings begin with a closed session at approximately 7:15 p.m., and an open session immediately following at approximately 8:00 p.m. at the Hegelein Building, 500 Tenafly Road, Tenafly, except where noted. (Meeting dates and times are subject to change.)

Date of Meeting	Type of Meeting
Monday, January 6, 2020	Reorganization/Regular Public Meeting
<i>Tuesday, January 21</i>	<i>Work Session</i>
Monday, January 27	Regular Public Meeting
<i>Monday, February 10</i>	<i>Work Session</i>
Wednesday, February 12	Budget Retreat
Wednesday, February 19	Regular Public Meeting
<i>Monday, March 2</i>	<i>Work Session</i>
Monday, March 9	Preliminary Budget/Regular Meeting
<i>Monday, April 20</i>	<i>Work Session</i>
Monday, April 27	Final Budget Hearing /Regular Public Meeting
<i>Monday, May 11</i>	<i>Work Session</i>
Monday, May 18	Regular Public Meeting
<i>Monday, June 8</i>	<i>Work Session</i>
Monday, June 15	Regular Public Meeting
<i>Monday, July 13</i>	<i>Work Session</i>
Monday, July 20	Regular Public Meeting
<i>Monday, August 17</i>	<i>Work Session</i>
Monday, August 24	Regular Public Meeting
Tuesday, September 8	Board Retreat
<i>Monday, September 14</i>	<i>Work Session</i>
Monday, September 21	Regular Public Meeting
<i>Tuesday, October 13</i>	<i>Work Session</i>

Monday, October 19	Regular Public Meeting
Monday, November 2	Board Retreat
Monday, November 9	Work Session
Monday, November 16	Regular Public Meeting
Monday, December 7	Work Session
Monday, December 14	Regular Public Meeting
Tuesday, January 5, 2021	Reorganization of the Board /Regular Public Meeting

RESOLUTION O-13 DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING

BE IT RESOLVED that the Board of Education approves the appointment of Mr. Yas Usami as the designated Public Agency Compliance Officer (P.A.C.O.) effective January 6, 2020 to the next Reorganization mtg.

RESOLUTION O-14 APPOINTMENT OF THE QUALIFIED PURCHASING AGENT FOR THE DISTRICT FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING

WHEREAS 18A:18A-2 provides that the Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisement, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS 18A:18A-3 provides that contracts, awarded by the Qualified Purchasing Agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$40,000), may be awarded by the Qualified Purchasing Agent without advertising for bids when so authorized by board resolution, and

WHEREAS 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,000) may be awarded by the Qualified Purchasing Agent without soliciting competitive quotations if so authorized by board resolution,

NOW THEREFORE BE IT RESOLVED that the Tenafly Board of Education pursuant to the statutes cited above hereby appoints Mr. Yas Usami as its duly authorized Qualified Purchasing Agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Tenafly Board of Education, and

BE IT FURTHER RESOLVED that Mr. Yas Usami is hereby authorized to award contracts on behalf of the Tenafly Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,000) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED that Mr. Yas Usami is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts, when said contracts in the aggregate exceed 15% of the bid threshold (currently \$6,000) but less than the bid threshold of \$40,000, effective immediately and to continue to the next reorganization meeting of the Board.

RESOLUTION O-15 APPROVAL OF CUSTODIAN OF GOVERNMENT RECORDS FROM JANUARY 6, 2020 TO THE NEXT REORGANIZATION MEETING

BE IT RESOLVED that the Board of Education appoints Mr. Yas Usami, School Business Administrator/Board Secretary, as the Custodian of Government Records (other than students and personnel) as per the New Jersey Open Public Records Act, N.J.S.A. 47A:1A-1, effective January 6, 2020 until the next Reorganization meeting.

RESOLUTION O-16 APPROVAL TO APPOINT DISTRICT LIAISON TO LAW ENFORCEMENT

BE IT RESOLVED that the Board of Education approves the appointment of Ms. Shauna DeMarco, Superintendent of the Tenafly Public Schools, as the District Liaison to law enforcement from January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-17 APPROVAL TO APPOINT DISTRICT LIAISON TO DESIGNATED CHILD WELFARE AUTHORITIES

BE IT RESOLVED that the Board of Education approves the appointment of Ms. Suzanne Bassett, Assistant to the Superintendent for Special Services of the Tenafly Schools, as the District Liaison to designated child welfare authorities in the reporting of missing and abused children from January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-18 APPROVAL TO APPOINT AFFIRMATIVE ACTION OFFICER

BE IT RESOLVED that the Board of Education approves the appointment of Dr. Evelyn Mammen as Affirmative Action Officer from January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-19 APPROVAL TO APPOINT DISTRICT ANTI-BULLYING COORDINATOR

BE IT RESOLVED that the Board of Education approves the appointment of Ms. Shauna DeMarco as District Anti-Bullying Coordinator from January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-20 APPROVAL OF STATE AUTHORIZED CONTRACTORS FOR 2020

BE IT RESOLVED that the Tenafly Board of Education approves the purchase of professional services from the state authorized contractors for 2020.

RESOLUTION O-21 APPROVAL OF APPOINTING EIFERT, FRENCH & CO. TO SERVE AS THE BOARD'S RISK MANAGER OF RECORD

WHEREAS, the Tenafly Board of Education (hereinafter referred to as the "Board") is desirous of appointing Eifert, French & Co., Inc. (hereinafter referred to as "EFC") to serve as the Board's Risk Manager of Record for three (3) years, commencing on or about January 6, 2020 and concluding on January 5, 2023;

WHEREAS, the Board received three (3) proposals, as summarized by the Board Secretary/Business Administrator in the Standard Certification Declaration of an Extraordinary Unspecifiable Service, to be included with the minutes; and

WHEREAS, EFC is desirous of accepting the appointment as the Board's Risk Manager of Record for three (3) years, commencing on or about January 6, 2020 and concluding on January 5, 2023; and

WHEREAS, the Board and EFC are desirous of memorializing the terms and conditions of their agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the appointment of the Broker's Risk Manager of Record for three (3) years, commencing on or about January 6, 2020 and concluding on January 5, 2023 in accordance with the terms of the Professional Services Agreement annexed hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and Board Secretary to execute, on behalf of the Board, the Professional Services Agreement by and between the Board and the Broker.

RESOLUTION O-22 RENEWAL OF COOPERATIVE BIDDING AND RIGHT-TO-KNOW SERVICE AGREEMENT WITH EDUCATIONAL DATA SERVICES INC FOR 2020-2021

WHEREAS, the lead agency enters into contracts on behalf of the Tenafly Board of Education shall be responsible for complying with the provision of the Local Public Contracts Law (N.J.S. 40A:11-1 et seq.) and all other provisions of the revised statutes of the state of New Jersey. THEREFORE, BE IT RESOLVED, that the Tenafly Board of Education renews the cooperative bidding L & M (Licensing and Maintenance) agreement and Right-to-Know service agreement with lead agency_Educational Data Services, Inc. for the 2020-2021 school year. The fee for Licensing and Maintenance is \$6,740.00; and \$3,681.00 for the Right to Know service.

RESOLUTION O-23 APPROVAL OF APPOINTING BROWN & BROWN ADVISORS TO SERVE AS THE BOARD'S BROKER OF RECORD FOR DENTAL AND HEALTH INSURANCE

WHEREAS, the Tenafly Board of Education (hereinafter referred to as the "Board") is desirous of appointing Brown & Brown Benefit Advisors (hereinafter referred to as the "Broker") to serve as the Board's Broker of Record for Dental Insurance and to serve as a consultant to the Board on all insurance services for three (3) years, commencing on or about January 6, 2020 and concluding on January 5, 2023;

WHEREAS, the Board received three (3) proposals, as summarized by the Board Secretary/Business Administrator in the Standard Certification Declaration of an Extraordinary Unspecifiable Service, to be included with the minutes; and

WHEREAS, the Broker is desirous of accepting the appointment as the Board's Broker of Record for Dental Insurance and to serve as a consultant to the Board on all insurance services for three (3) years, commencing on or about January 6, 2020 and concluding on January 5, 2023; and

WHEREAS, the Board and the Broker are desirous of memorializing the terms and conditions of their agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby ratifies and approves the appointment of the Broker as the Broker of Record for Dental Insurance and to serve as a consultant to the Board on all insurance services for three (3) years, commencing on or about January 6, 2020 and concluding on January 5, 2023 in accordance with the terms of the Professional Services Agreement annexed hereto and incorporated herein by reference.

RESOLUTION O-24 APPROVAL TO CONTINUE COOPERATIVE PURCHASING AGREEMENT WITH EDUCATIONAL SERVICES COMMISSION OF NJ (ESCNJ)

BE IT RESOLVED that the Tenafly Board of Education approves continuing participation in the Cooperative Pricing System with Educational Services Commission of NJ (ESCNJ), formerly (MRESC), as the lead agency, for a variety of goods and services, pursuant to N.J.S.A. 40A:11-11(5) and N.J.S.A. 40A:11-1 et seq., and all other provisions of the revised statutes of the State of New Jersey, effective immediately until the next Reorganization Meeting in January 2021.

RESOLUTION O-25 APPROVAL TO ADOPT EXISTING, REVISED AND NEW DISTRICT POLICIES & REGULATIONS

BE IT RESOLVED that the Tenafly Board of Education approves the adoption of existing, revised and new district policies and regulations throughout the year.

RESOLUTION O-26 APPROVAL TO CONTINUE PARTICIPATION IN THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PRICING SYSTEM

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on March 15, 2016 the governing body of the Tenafly Board of Education, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

This resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Tenafly Board of Education; and

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Business Administrator and the Board President are hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency; and

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey; and

This Resolution shall take effect immediately upon passage.

RESOLUTION O-27 APPROVAL TO CONTINUE PARTICIPATION IN THE CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PRICING AGREEMENT

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on May 1, 2018 the governing body of the Tenafly Board of Education, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Tenafly Board of Education.

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This RESOLUTION shall take effect immediately upon passage.

The following is the contracted vendor with Camden ESC Cooperative:

Integrated Building Automated Bid#RFP#FY17-02 Awarded to CM3 Solutions

RESOLUTION O-28 APPROVAL TO APPOINT THE DISTRICT INDOOR AIR QUALITY DESIGNATED PERSON

BE IT RESOLVED that the Board appoints Mr. Frank Primiani as the Indoor Air Quality Designated Person effective January 6, 2020 to the next Reorganization meeting.

RESOLUTION O-29 APPROVAL TO DESIGNATE THE DISTRICT INTEGRATED PEST MANAGEMENT COORDINATOR

BE IT RESOLVED that the Board of Education approves Mr. Frank Primiani to serve as the district's Integrated Pest Management Coordinator effective January 6, 2020 to the next Reorganization meeting. Services are provided by Alliance Commercial Pest Control, Inc.

RESOLUTION O-30 APPROVAL TO APPOINT DOMESTIC VIOLENCE COORDINATOR

BE IT RESOLVED that the Board appoints Ms. Danielle Diaz as the Domestic Violence Coordinator effective January 6, 2020 to the next Reorganization meeting.

(SESSION 2) REGULAR PUBLIC MEETING

1.	OPEN SESSION – 7:30 p.m.		
2.	CLOSED SESSION – 7:30 p.m. Board will enter into Closed Session immediately		
3.	OPEN SESSION – – Regular Public Meeting – Session 2 - 8:00 p.m.		
4.	A. Call to Order B. Adequate Notice Statement C. Roll Call		Board President Board President Y. Usami
5.	Approval of Minutes <ul style="list-style-type: none"> • Closed Executive Meeting of December 9, 2019 • Regular Public Meeting of December 9, 2019 		
6.	<u>Public Comments – Agenda Items</u> (Session 2) Citizens may address the Board of Education on any item listed <u>on the agenda</u> . 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.		
7.	<u>Public Comments – Non-Agenda Items</u> (Session 2) Citizens may address the Board of Education on any item <u>not listed on the agenda</u> . 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.		
8.	Board President’s Report		President-Elect
9.	Superintendent’s Report		S. DeMarco
10.	Assistant Superintendent’s Curriculum and Instruction Report		E. Mamman
11.	Board Secretary’s Report <ul style="list-style-type: none"> • Fire & Security Drill Report for December 2019 		Y. Usami
12.	Student Representatives’ Report		Derek Kim Kira Baltaytis
13.	<u>Board Committees</u> <ul style="list-style-type: none"> • Communications/Policy • Curriculum/Technology • Facilities/Athletics/Co-Curricular • Finance & Alternative Revenue • Joint Use 	<u>Past / Future Meeting Dates</u> Dec 9, 2019 Nov 18, 2019 Dec 17, 2019 Dec 2, 2019 Nov 26, 2019	<u>2020 BOE Chairs</u> TBD after Reorg TBD after Reorg TBD after Reorg TBD after Reorg TBD after Reorg

14.	<u>Liaison Reports</u> •HSA/Superintendent Council •CAP •TEF •Other	Dec 17, 2019	Natalie Barbanel Rotating Board Member Rotating Board Member Rotating Board Member
15.	New Business for Discussion at Future Meetings		President-Elect
16.	Action Items – for Regular Public Meeting		
17.	<u>Public Comments – Second Opportunity (Session 2)</u> Citizens may address the Board of Education on any item <i>listed on or not listed on the agenda</i> . 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.		
18.	Adjournment		

FIRE DRILLS & SECURITY DRILLS 2019-2020 SCHOOL YEAR DECEMBER 2019						
MONTH	HIGH	MIDDLE	MACKAY	MAUGHAM	SMITH	STILLMAN
DECEMBER Fire Drills	Completed	Completed	Completed	Completed	Completed	Completed
DECEMBER Security Drills	Security Drill/ Lockdown	Security Drill/ Lockdown	Security Drill/ (Shelter-in-Place)	Security Drill/ Lockdown	Security Drill/ Lockdown	Security Drill/ (Shelter-in-Place)

MOTION TO ENTER INTO CLOSED SESSION ON JANUARY 6, 2020

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:
 - Legal Matters
 - Personal Matters
 - Student Matters

- 3.) The Board will return to Open Session at approximately 8:00 p.m.

No formal action will be taken.

The following resolutions are recommended by the Superintendent of Schools:

PERSONNEL

RESOLUTION P-1	APPROVAL OF SUBSTITUTES
RESOLUTION P-2	HIRES
RESOLUTION P-3	APPROVAL OF HOME INSTRUCTORS
RESOLUTION P-4	STAFF/POSITION RECLASSIFICATIONS
RESOLUTION P-5	LEAVE OF ABSENCE FOR LIBRARY MEDIA SPECIALIST AT MACKAY
RESOLUTION P-6	RECOGNITION OF THE LIFE AND CONTRIBUTIONS OF LUNCH PARAPROFESSIONAL AT SMITH
RESOLUTION P-7	RESIGNATION

ADMINISTRATION

RESOLUTION A-1	APPROVAL TO AFFIRM THE SUPERINTENDENT'S DECISION IN HIB INVESTIGATIONS
RESOLUTION A-2	ACCEPTANCE OF GIFTS, GRANTS AND DONATIONS
RESOLUTION A-3	FIRST READING OF POLICY 4141 (REVISED)

SPECIAL EDUCATION

RESOLUTION S-1	RESCIND THE FOLLOWING 10 MONTH PLACEMENT 2019-2020
RESOLUTION S-2	APPROVAL OF TWELVE MONTH PROGRAMS 2019-2020

FINANCE

RESOLUTION F-1	APPROVAL OF BILLS FOR DECEMBER 5 THROUGH DECEMBER 31, 2019
RESOLUTION F-2	PAYROLL FOR DECEMBER 2019

RESOLUTION F-3	APPROVAL FOR RENEWAL OF JOINT TRANSPORTATION CONTRACT WITH DUMONT BOE FOR 2019-2020 SCHOOL YEAR
RESOLUTION F-4	APPROVAL FOR RENEWAL OF JOINT TRANSPORTATION CONTRACT WITH ENGLEWOOD BOE FOR 2019-2020 SCHOOL YEAR
RESOLUTION F-5	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 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 2019-2020 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	DEGREE	MAJORS	CERTIFICATION/ POSITION	RATE
Adele Gordon	BSN	School Nurse	Standard: School Nurse	\$220 per diem
Carman Pichardo	BA	Management	NJ Substitute Credential	\$100 per diem
Kimberly Darquea	In progress	Marine Biology	NJ Substitute Credential	\$100 per diem
Michelle Buttafuoco ¹	MA	Sports Administration	NJ Substitute Credential	\$100 per diem
Michelle Stewart	In progress	Family Science	NJ Substitute Credential	\$100 per diem

¹Current Paraprofessional in district who may be utilized as a substitute teacher if needed.

RESOLUTION P-2 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:

<i>Mackay Elementary School</i>		
NAME/POSITION	EMPLOYMENT DATES	CLASSIFICATION/SALARY
Kimberly Tomaszewski 19-Hour Paraprofessional	Pending Criminal History Clearance – 06/30/20	19-Hour Paraprofessional 3.8 hrs. per day, \$22.99 per hour
Michelle Buttafuoco 19-Hour Paraprofessional	Pending Criminal History Clearance – 06/30/20	19-Hour Paraprofessional 3.8 hrs. per day, \$22.99 per hour

RESOLUTION P-3 APPROVAL OF HOME INSTRUCTORS

BE IT RESOLVED that the Board approves the individuals attached as Home Instructors through the end of the 2019-2020 academic year, at a rate of \$50.00 per hour.

RESOLUTION P-4 APPROVAL OF EXTRA COMPENSATION APPOINTMENTS

BE IT RESOLVED that the Board approves the following individuals as extra-compensation appointments to the positions indicated:

Position	Category	Name	Stipend \$
Lead Teacher – Second Grade	Curriculum	Emily Palumbo (Sep – Jan) Carine St. John (Feb – Jun)	\$4,250 each

RESOLUTION P-5 LEAVE OF ABSENCE FOR LIBRARY MEDIA SPECIALIST AT MACKAY

BE IT RESOLVED that the Board, in accordance with Article IX, B. of the Teachers' contract, grants Dawn Zeig, Library Media Specialist at Mackay School, an unpaid leave of absence for the 2020-2021 school year.

RESOLUTION P-6 RECOGNITION OF THE LIFE AND CONTRIBUTIONS OF LUNCH PARAPROFESSIONAL AT SMITH

BE IT RESOLVED that the Board recognizes the loss of the Esther Maclin, Lunch Paraprofessional at Smith School, who died on December 23, 2019.

RESOLUTION P-7 RESIGNATION

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

NAME, POSITION, LOCATION	REASON	EFFECTIVE DATE
Ifigenia Skordilis, 19-Hour Paraprofessional Smith School	Resignation	December 20, 2019

ADMINISTRATION

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

BE IT RESOLVED that the Tenafly Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in HIB Investigation Numbers 2019-20/6,MK-1N; 2019-20/7,MK-2N; 2019-20/9,MK-3N; 2019-20/10,SM-1N; 2019-20/11,MK-4N; 2019-20/12,MK-5N; 2019-20/13,MK-6N; 2019-20/14,MK-7N; 2019-20/17,SM-2N; 2019-20/18,SM-3N, 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-2 ACCEPTANCE OF GIFTS, GRANTS AND DONATIONS

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

DONOR: TENAFLY EDUCATIONAL FOUNDATION		
Teacher & School	Proposal/Grant #	Amount

Requesting Grant		
Jill Brave & Alycin Slezak Stillman School	"iPads for Library and Art STEAM" Grant #2-2019/20	\$14,340.00

RESOLUTION A-3 FIRST READING OF POLICY 4111 (REVISED)

BE IT RESOLVED that the Board of Education will have the first reading of the following policy and regulation.

Policy 4141 Resignation (revised)

SPECIAL EDUCATION

RESOLUTION S-1 RESCIND THE FOLLOWING 10 MONTH PLACEMENT 2019-2020

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

STUDENT	SCHOOL	TYPE	TUITION
#856	ECLC	Private	(\$39,968.38)

RESOLUTION S-2 APPROVAL OF TWELVE MONTH PROGRAMS 2019-2020

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

STUDENT	SCHOOL	TYPE	TUITION
#890	New Alliance	Private	\$80,940.00 Pro-rated as of 9/4/2019
#840	North Jersey Behavioral Health Services	Private	\$107,511.70 Pro-rated as of 11/19/2019
#893	Valley TIPS Program	Public	\$32,791.79 Pro-rated as of 11/11/2919

FINANCE

RESOLUTION F-1 APPROVAL OF BILLS FOR DECEMBER 5 THROUGH DECEMBER 31, 2019

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$6,118,627.68 for December 5 through December 31, 2019, 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	\$217,634.01
(11)	General Current Expense	\$5,744,661.07
(20)	Special Revenue Funds	\$60,128.28
(50)	Enterprise Fund	\$21,599.97
(55)	Preschool Program Fund	\$13,509.39
(60)	Trust and Agency Funds	\$61,094.96
	TOTAL	\$6,118,627.68

RESOLUTION F-2 PAYROLL FOR DECEMBER 2019

BE IT RESOLVED that the regular payroll for December 2019 be and hereby is approved for payment as follows:

PAYROLL	
Date	Amount
12/13/19	\$2,130,936.58
12/20/19	\$2,004,914.25

RESOLUTION F-3 APPROVAL FOR RENEWAL OF JOINT TRANSPORTATION CONTRACT WITH DUMONT BOE FOR 2019-2020 SCHOOL YEAR

BE IT RESOLVED that the Tenafly Board of Education approves the joint transportation agreement to transport one (1) Tenafly student to Bergen County Vo-Tech Applied Technology program in Paramus, NJ on existing route DBOE-3 in the amount of \$2,940.01 for the 2019-2020 school year.

RESOLUTION F-4 APPROVAL FOR RENEWAL OF JOINT TRANSPORTATION CONTRACT WITH ENGLEWOOD BOE FOR 2019-2020 SCHOOL YEAR

BE IT RESOLVED that the Tenafly Board of Education approves the joint transportation agreement to transport nine (9) Tenafly student to Bergen Academies Teterboro program in Teterboro, NJ on existing route 102-TT in the amount of \$16,085.34 for the 2019-2020 school year.

RESOLUTION F-5 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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