


MINUTES OF THE WORK SESSION  
OF THE TENAFLY BOARD OF EDUCATION  
TUESDAY EVENING, OCTOBER 13, 2020  
VIRTUAL MEETING VIA ZOOM VIDEO CONFERENCE

DATE 11/16/20

APPROVED 



**(All Public Board Meetings are Recorded and Posted on the District Website)**

MINUTES OF THE WORK SESSION  
OF THE TENAFLY BOARD OF EDUCATION  
TUESDAY EVENING, OCTOBER 13, 2020  
VIRTUAL MEETING VIA ZOOM VIDEO CONFERENCE

The meeting was called to order at 7:15 p.m. by Board President Janet Horan 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
Patricia Flynn	Michael Wilderman
Inbal Israeli Miller	Jocelyn Schwarz
Jane Juhng	Janet I. Horan
Paula Newman	

The following staff members were 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

A motion was made by Ms. Schwarz and seconded by Ms. Flynn 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 confidential subject matter to be discussed is as follows:
  - ♦ Legal Matters
  - ♦ Personnel Matters
  - ♦ Student Matters
- 3.) The Board will return to Open Session at approximately 8:00 p.m.

No formal action will be taken.

The motion was unanimously approved.

The meeting recessed to closed session at 7:15 p.m.

A motion was made by Ms. Juhng and seconded by Dr. Wilderman that the Board convene from closed session at 8:00 p.m. and go into open session.

The motion was unanimously approved.

The meeting was called to order at 8:00 p.m. by Ms. Horan 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  
Patricia Flynn  
Inbal Israeli Miller  
Jane Juhng  
Paula Newman

Edward J. Salaski  
Michael Wilderman  
Jocelyn Schwarz  
Janet I. Horan

The following staff members were 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  
Also present:

Kira Baltaytis, Sr. Student Representative  
Jessica Lee, Jr. Student Representative

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

### **SUPERINTENDENT'S PRESENTATION**

Ms. DeMarco presented an overview of the processes relative to positive COVID-19 Reports (the full presentation is available on the district website).

Ms. DeMarco thanked everyone involved and those who work behind the scenes to help mobilize the processes needed for action to be taken.

Ms. Horan thanked Ms. DeMarco for the presentation.

Dr. Wilderman asked Ms. DeMarco if the social and emotional component is being formally addressed for students and staff. Dr. Mamman replied that this important factor is imbedded in our daily interactions with students, staff and families.

Ms. Israeli Miller thanked Ms. DeMarco for an informative presentation. She spoke about the importance of raising awareness for wearing face coverings, including on school grounds. She proposed changing the signage on school grounds for mandatory face coverings at all times, and asked for the Board's opinion.

Ms. Horan replied that the present signs in place were recommended by legal counsel. The topic was discussed.

### **PUBLIC RECOGNITION-COMMUNITY COMMENTARY**

Ms. Horan inquired if there were any guests in the audience who wished to address the Board on any item listed on, or not listed on, the agenda. Public comments may be presented in two ways: guests may virtually raise their hand to speak, or submit comments through the Zoom Q&A. Names and addresses must be given. There is a time limit of 3 minutes per person and a total of 30 minutes for all communications. Large groups are urged to select someone to represent them.

There were no public comments.

## STUDENT REPRESENTATIVES' REPORT

Jessica Lee reported on the following:

- She gave positive comments about being back in school.

Kira Baltaytis reported on the following:

- Kira agreed with Jessica that being back in school has been positive.

Both students expressed that the social and emotional side of being back in school, combined with the shortened day has been a benefit, and students are following the rules with mask wearing.

## COMMITTEE DISCUSSIONS

No Reports

## UPDATES ON RELATED GROUPS

### TEF

Ms. Flynn gave the following report from the September 23 TEF meeting.

For the 2019-2020 school year, TEF approved and funded \$18,000 in grants. These grants secured iPads for the Stillman library, a STEAM program for 1<sup>st</sup> graders at Stillman, and a Ham Radio for Mr. DiGregorio at THS. TEF was able to provide the Chromebooks that our students are currently using and were able to take home for virtual learning last spring and this fall. On behalf of the entire district, Ms. Flynn thanked the TEF for helping the district to be remote ready with devices for our students.

This year the 5K, TEF's biggest fundraiser, was held virtually and pulled in about half the usual profits. Although people pre-registered and then took the option to defer their registration until next year, about 100 people participated virtually. Thankfully, some major sponsorships continued their support (Englewood Health and Brightview at the Gold level, and Benzel Busch at the Silver level).

TEF is working on a community survey to see what people know about TEF's mission, and how to get involved if interested. TEF is considering increasing the number of events for which "Thank a Teacher" is suggested as a way to show appreciation throughout the year. It is an easier process now through the website. Families might choose to use it for Thanksgiving as well as a winter holiday gift and for Teacher Appreciation week (in early May), as well as an end of the school year gift.

We had a report from a high school student representative for the TEF club that they are going to get the word out about what TEF does (such as providing the Chromebooks), and how to sign up and volunteer.

The next meeting is virtual on October 21 at 8:00 P.M. (The CAP meeting was rescheduled.)

## PROPOSED RESOLUTIONS

The following draft resolutions were recommended by the Superintendent of Schools.

The Personnel and Special Education Resolutions were discussed in closed session.

### ADMINISTRATION

#### **RESOLUTION A-1 SECOND READING OF POLICY 1649, POLICY 2431.3, POLICY 2622, POLICY 5111, REGULATION 5111, POLICY 5200, REGULATION 5200, POLICY 5330.04, REGULATION 5330.04, POLICY 5610, REGULATION 5610, POLICY 5620, POLICY 8320 AND REGULATION 8320**

BE IT RESOLVED that the Board of Education will have the second reading of the following policies and regulations:

**Policy 1649** Federal Families First Coronavirus (COVID-19) Response Act (FFCRA)(M)  
(New)

**Policy 2431.3** Heat Participation Policy for Student-Athlete Safety (M) (Revised)

**Policy 2622** Student Assessment (M) (Revised)

**Policy 5111** Eligibility of Resident/Nonresident Students (M) (Revised)

**Regulation 5111** Eligibility of Resident/Nonresident Students (M) (Revised)

**Policy 5200** Attendance (M) (Revised)

**Regulation 5200** Attendance (M) (Revised)

**Policy 5330.04** Administering an Opioid Antidote (M) (Revised)

**Regulation 5330.04** Administering an Opioid Antidote (M) (Revised)

**Policy 5610** Suspension (M) (Revised)

**Regulation 5610** Suspension Procedures (M) (Revised)

**Policy 5620** Expulsion (M) (Revised)

**Policy 8320** Personnel Records (M) (Revised)

**Regulation 8320** Personnel Records (M) (Revised)

#### **RESOLUTION A-2 FIRST READING OF POLICY 2270, POLICY 3421.13, POLICY 4421.13, POLICY 5320 AND POLICY 8210**

BE IT RESOLVED that the Board of Education will have the first reading of the following policies and Regulation:

**Policy 2270** Religion in Schools (revised)

**Policy 3421.13** Postnatal Accommodations (new) for teaching staff

**Policy 4421.13** Postnatal Accommodations (new) for support Staff

**Policy 5320** Immunization (revised)

**Policy 8210** School Year (revised)

**CURRICULUM**

**RESOLUTION C-1 APPROVAL OF THE 2020-2021 SETON HALL UNIVERSITY PROJECT ACCELERATION HIGH SCHOOL PROGRAM AGREEMENT**

BE IT RESOLVED that the Board of Education approve the 2020-2021 **Project Acceleration High School Program Agreement** with Seton Hall University

**RESOLUTION C-2 APPROVAL OF THE STRENGTHENING GIFTED AND TALENTED EDUCATION ACT**

BE IT RESOLVED that the Board of Education approve The Strengthening Gifted and Talented Education Act signed into law on January 13, 2020.

**FINANCE**

**RESOLUTION F-1 BOARD SECRETARY'S REPORT FOR SEPTEMBER 2020**

BE IT RESOLVED that the **Board Secretary's** report for the month of September 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-2 TREASURER'S REPORT FOR SEPTEMBER 2020**

BE IT RESOLVED that the **Treasurer's report** for the month of September 2020, be accepted as submitted and filed in the official minutes of this meeting.

**RESOLUTION F-3 TRANSFERS FOR SEPTEMBER 2020**

BE IT RESOLVED that the Board of Education approves transfers for the 2020-2021 school budget in a report dated September 30, 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-4 APPROVAL OF BILLS FOR SEPTEMBER 16 THROUGH SEPTEMBER 30, 2020**

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$ \_\_\_\_\_ for September 16 through September 30, 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:

	<b>Fund</b>	<b>Totals</b>
(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	
	<b>TOTAL</b>	

**RESOLUTION F-5 APPROVAL OF BILLS FOR OCTOBER 1 THROUGH OCTOBER 13, 2020**

BE IT RESOLVED that bills properly certified as to validated purchase orders and receiving documentation and approved in the total sum of \$ \_\_\_\_\_ for October 1 through October 13, 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:

	<b>Fund</b>	<b>Totals</b>
(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	
	<b>TOTAL</b>	

**RESOLUTION F-6 PAYROLL FOR SEPTEMBER 2020**

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

<b>PAYROLL</b>	
<b>Date</b>	<b>Amount</b>
9/11/20	\$2,200,850.28
9/30/20	\$2,119,827.65

**RESOLUTION F-7 APPROVE THE NON-PUBLIC TECHNOLOGY GRANT FOR FY21**

BE IT RESOLVED that the Tenaflly Board of Education approves the Non-public Technology Grant, for the following nonpublic schools for the 2020-2021 school year.

<b>NON-PUBLIC SCHOOLS</b>	<b>STATE AID</b>
Academy of Our Lady of Mount Carmel	\$ 8,874
The Idea School	\$ 1,871
Lubavitch on the Palisades	\$ 5,612

The Montessori House School	\$ 435
The Spring School	\$ 5,133
TOTAL	\$21,925

**RESOLUTION F-8 APPROVE THE FINAL REPORT APPLICATION FOR FUNDING FY 2020 FOR THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) GRANT AND THE AMENDMENT, APPROVAL AND ACCEPTANCE OF CARRYOVER FUNDS FOR FY 2021 ESEA GRANT**

BE IT RESOLVED that the Board of Education approves the submission and acceptance of the Final Expenditure Report for the FY20 ESEA Grant and the amendment, submission and acceptance of the FY21 ESEA Grant, with carryover funds in the amount of \$136,389.00, for a total ESEA FY21 amount of \$457,357.00 as follows:

ESEA FY21 Title	FY 20 Carryover Amount	FY 21 Grant Amount	Total Amount
ESEA Consolidated Grant			
Title I	\$ 0.00	\$179,131.00	\$179,131.00
Title IIA	\$38,871.00	\$ 56,676.00	\$ 95,547.00
Title III	\$62,059.00	\$ 48,479.00	\$110,538.00
Title III Immigrant	\$24,357.00	\$ 23,527.00	\$ 47,884.00
Title IV	\$11,102.00	\$ 13,155.00	\$ 24,257.00
<b>TOTAL</b>	<b>\$136,389.00</b>	<b>\$320,968.00</b>	<b>\$457,357.00</b>

**RESOLUTION F-9 APPROVE SUBMISSION OF AN AMENDMENT FOR FUNDING YEAR 2021 FOR THE INDIVIDUALS WITH DISABILITIES EDUCATION IMPROVEMENT ACT (IDEIA) PART B GRANT**

BE IT RESOLVED that the Board of Education approves the submission, amendment and acceptance for the FY21 Individuals with Disabilities Education Improvement Act (IDEIA) Part B, Basic Allocation and Preschool Allocation with carryover funds in the amount of \$10,468.00 as listed below.

IDEIA FY 21 Grant	FY 20 Carryover Amount	FY 21 Grant Amount	Total Amount
IDEIA Basic FT Part B	\$7,828.00	\$821,100.00	\$828,928.00
IDEIA Preschool	\$2,640.00	\$ 39,295.00	\$ 41,935.00
<b>TOTAL</b>	<b>10,468.00</b>	<b>\$860,395.00</b>	<b>\$870,863.00</b>

**RESOLUTION F-10 APPROVAL TO SUBMIT COMPREHENSIVE MAINTENANCE PLAN (CMP)**

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Tenafly Board of Education are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

NOW THEREFORE BE IT RESOLVED, that the Tenafly Board of Education hereby authorizes the school business administrator to submit the attached **Comprehensive Maintenance Plan** and M1 worksheet for the Tenafly Public School District in compliance with Department of Education requirements.

**RESOLUTION F-11 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).

## DISCUSSION OF RESOLUTIONS

Ms. DeMarco gave an overview of the Administration Resolutions, and explained that the language changes/and new policies have to do mandates and virtual instruction.

Dr. Mamman gave an overview of the Curriculum Resolutions.

Ms. Nardino discussed the Finance Resolutions (Resolutions F-1 through F-6 are standard resolutions.) She gave a recap of the remaining resolutions. She stated there will be an additional resolution added to the Oct. 19 Regular Board meeting regarding an agreement with Pomptonian Food Service, due to the changes since the pandemic.

Mr. Aronson asked if there was any updates with the OCAY grant. Ms. DeMarco replied the district has not had any information provided by the state, but that we continue to follow up every 6-8 weeks.

Mr. Aronson asked if projected information can be provided for our COVID related expenses. Mr. Salaski added some of this information will be reported on in the Finance committee report on Monday.

Upon the Board's request, Ms. Horan opened a discussion on COVID testing services for the district. This topic has been discussed by committees. Dr. Wilderman agreed to look into some of these services and provide his feedback.

Dr. Wilderman reported on the following:

- He spoke with several different vendors to discuss two general issues:
  - (1) Testing for symptomatic for children and staff
  - (2) Wide-spread screening throughout the district.
- Of the 3 main styles of vendors, one will provide any number of tests for the district. The district would have to provide a tester (nurse or staff member). These types of vendors work as a liaison between the district and the labs. They set up insurance payments.
- The second group is a large EMT and transport service. They are one of the largest testing groups in the region and partner with multiple labs. They would set up services the way the district requests (e.g., screening on certain days, and on-call staff for symptomatics); however, they have had significant issues with being reimbursed by insurance, and the costs can be high.
- The third choice (and some private schools are utilizing this service) is partnering with medical groups. (Dr. Wilderman spoke with a large group mostly out of Hackensack, and there are other local offices). They will provide testing in their medical office, and bill the insurance company. They can handle screening on a larger scale (students, staff and families). This seems to be the most efficient strategy Dr. Wilderman said.

Ms. Horan asked if the testing offered is the same by all the vendors. Dr. Wilderman said they all offer the saliva, nasal swabbing, and pcr. Some offer rapid testing. Ms. Newman asked if medical personnel who came to our district would be required to have a background check. Ms. Diaz replied that any outside personnel coming to our district and working with students would be required to provide a criminal history background check.

Dr. Wilderman emphasized the best way to control the spread of the virus is earlier testing and quicker results. Ms. DeMarco and the Board thanked Dr. Wilderman for his research.

Ms. Horan polled the Board to get a sense of their opinions on if/how to proceed. The full Board agreed that partnering with a medical group is favorable for symptomatic testing (regarding wide-spread testing, there will be further discussion). The Board was also in favor of making this a joint effort with the borough, as it's a community issue. Ms. Horan said the Joint Use Committee meeting is next week and this would be a good topic for discussion.

#### **PUBLIC RECOGNITION-COMMUNITY COMMENTARY (SECOND OPPORTUNITY)**

Ms. Horan inquired if there were any guests in the audience who wished to address the Board on any item listed on, or not listed on, the agenda. Public comments may be presented in two ways: guests may virtually raise their hand to speak, or submit comments through the Zoom Q&A. Names and addresses must be given. There is a time limit of 3 minutes per person and a total of 30 minutes for all communications. Large groups are urged to select someone to represent them.

Jackie Wellman, TEA president – 75 Tenafly Rd. - Ms. Wellman spoke about the mental health of teachers and staff and said they are overwhelmed citing the following; there are several technology issues teachers are dealing with regularly; more professional development is needed for hybrid instruction; custodial staff is overwhelmed with disinfecting entire buildings daily; secretaries are spending a lot of time tracking down families who have not completed the symptom tracker; paraprofessionals are taking temperatures of children before entering the buildings. Ms. Wellman said these are new and stressful responsibilities and the staff is struggling.

Ms. Horan replied some of these issues have been discussed and will continue to be addressed and to keep a dialogue going.

Dr. Wilderman asked Ms. Wellman what she thought would be the best mental health support to offer the staff. Ms. Wellman said lack of time for all the responsibilities in a day is the number one issue at the moment, but said she will speak with the staff to get their opinion on how they may be helped on a mental health level.

Michelle Preolo - TMS teacher - Ms. Preolo said the technology is challenging, and teachers need professional development time. She would like to see a program installed whereby students' progress can be monitored on the screen. She spoke of the benefits of Zoom Advance.

A motion was made by Mr. Aronson and seconded by Mr. Salaski to adjourn the meeting.

The motion was unanimously approved

The meeting adjourned at 10:35 p.m.

Respectfully submitted,

*Cheryl Nardino*

Cheryl Nardino  
Business Administrator/  
Board Secretary