

**FORT LEE BOARD OF EDUCATION  
FORT LEE, NEW JERSEY**

**PUBLIC BUSINESS MEETING AGENDA**

**THE BOARD OF EDUCATION WILL IMMEDIATELY ENTER CLOSED SESSION TO DISCUSS  
CONFIDENTIAL MATTERS.**

**THE REGULAR PUBLIC MEETING WILL COMMENCE AT 7:30 P.M.**

**Monday, October 18, 2021**

**Meeting Start Time: 6:30 p.m.**

**Lewis F. Cole Intermediate School Cafetorium (in-person limited access) and Zoom (virtual)  
Meeting: <https://us02web.zoom.us/j/84674496077?pwd=VDBPMjBSRS9VeHlDanBYbndvVDcvZz09>**

**CALL TO ORDER BY THE PRESIDENT**

**FLAG SALUTE**

**PUBLIC ANNOUNCEMENT**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Fort Lee Board of Education has caused notice of this meeting to be published on January 15, 2021 and posted on the district website at [www.flboe.com](http://www.flboe.com); published in the Board's designated online media outlet/newspaper: The Record; filed with the Clerk of the Borough of Fort Lee; and mailed to all persons, if any, who have requested said notice. Please be advised that this meeting is being taped and may be broadcasted on local TV and the district's website at a future date.

The Open Public Meeting Act allows for remote participation at Board Meetings and defines "meeting" as any gathering whether corporeal or by means of communication equipment, which is attended by, or open to, all of the members of a public body, held with the intent, on the part of the members of the body present, to discuss or act as a unit upon the specific public business of that body.

**ROLL CALL**

**EXECUTIVE SESSION - Approximately 6:30 p.m.**

The Board shall recess to Executive Session in accordance with New Jersey's Open Public Meetings Act, N.J.S.A. 10:4-12(b) (1~9). The general nature of the discussion will involve matters confidential by law, any investigations or tactics or techniques to protect persons or public property, litigation, anticipated litigation and attorney-client matters. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies.

**MOTION TO RECONVENE PUBLIC SESSION - Immediately following Executive Session –  
Approximately 7:30 p.m.**

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

- HIB Report
- Fire & Security Drills – September 2021

**COMMITTEE REPORTS**

**PUBLIC WORK SESSION - QUESTIONS AND COMMENTS FROM BOARD MEMBERS ON ITEMS LISTED ON TONIGHT'S AGENDA OR ANY OTHER TOPIC**

**PUBLIC COMMENT - COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA OR ANY OTHER TOPIC**

**PUBLIC PARTICIPATION**

Public participation shall be governed by the following rules (per District Policy #0167):

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate.
2. Participants are limited to three minutes in which to make their statement. Additional time may be granted at the discretion of the presiding officer.
3. The Board will not entertain any comments from persons who communicate obscene material, make statements which are considered bias intimidation in which a person intends to intimidate any individual or group because of race, color, religion, gender, handicap, sexual orientation or ethnicity or makes comments intending to harass or speak any offensive language.
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually.
5. The presiding officer may:
  - a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
  - b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
  - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
  - e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

**RESOLUTIONS**

**BOARD**

- 1B THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, approves the following **minutes**:

|   |                    |
|---|--------------------|
| Special Public Business Meeting Minutes   | September 13, 2021 |
| Special Private Executive Meeting Minutes | September 13, 2021 |
| Public Business Meeting Minutes           | September 20, 2021 |
| Private Executive Meeting Minutes         | September 20, 2021 |
| Special Public Business Meeting Minutes   | September 22, 2021 |
| Special Private Executive Meeting Minutes | September 22, 2021 |
| Public Business Meeting Minutes           | October 4, 2021    |
| Private Executive Meeting Minutes         | October 4, 2021    |

- 2B WHEREAS**, the Fort Lee Board of Education has received the Superintendent's report of **incident(s) of Harassment/Intimidation/Bullying ("HIB")** within the District; and

**WHEREAS**, the Board has had the opportunity to review the Superintendent's recommendations with respect to the incident(s) of HIB.

**NOW, THEREFORE BE IT RESOLVED**, that the Board accepts the Superintendent's recommendations.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:37-15(d), the Superintendent of Schools shall inform the applicable parents/guardians of the students involved in these incidents with the following information within five school (5) days of this Board meeting:

1. The nature of the investigation;
2. Whether the District found evidence of HIB;
3. Whether discipline was imposed;
4. Whether services were provided to address the incident of HIB.

- 3B THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, adopts and implements the annual **Uniform State Memorandum of Agreement** between the Fort Lee Police Department and Fort Lee Public Schools for the 2021-2022 school year. **Attachment: [2021-10-18 UNIFORM STATE MEMORANDUM OF AGREEMENT](#)**

- 4B THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent of Schools, approves the following students to attend Fort Lee Public Schools, effective immediately, according to the provisions for "Children Who Anticipate Moving to or from the District" as indicated under Policy No. 5111 - Eligibility of Resident/NonResident Students, for the 2021-2022 school year.

| STUDENT ID |
|------------|
| #34070238  |
| #22050293  |

**BUILDINGS & GROUNDS**

- 1B&G THEREFORE BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the **SSP Architects contract** to provide project documentation, attend mediation meetings and have witnesses appear by subpoena should the matter be arbitrated, at the hourly rates as per the attached contract. *Attachment:* [SSP ARCHITECTS PROPOSAL](#)

- 2B&G THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following change order:

CHANGE  
ORDER  
SUMMARY SHEET  
PROJECT NO. 20031

OWNER Fort Lee Board of Education  
ARCHITECT Environetics  
CONTRACTOR Pattman Plumbing & Heating

PROJECT: Fort Lee Board of Education      Date: September 20, 2021  
Cafeteria Air conditioning  
Fort Lee High School

| CONTRACTOR                 | C.O. NO. | DESCRIPTION  | AMOUNT        | AMT APPLIED TO ALLOWANCE |
|----------------------------|----------|--|---------------|--------------------------|
| Pattman Plumbing & Heating | CO-1     | Credit for not providing and not installing the metal trim cover pieces for the exposed refrigerant lines since the school installed a hung ceiling. | (\$10,000.00) | (\$10,000.00)            |
|                            |          | Allowance drawdown.  |               | (\$5,000.00)             |
|                            |          | <b>TOTAL</b>   | (\$10,000.00) | (\$15,000.00)            |

**CHANGE  
ORDER  
SUMMARY SHEET  
PROJECT NO. 20033**

**OWNER** Fort Lee Board of Education  
**ARCHITECT** Environetics  
**CONTRACTOR** Zenith Construction

## Field & Playground Upgrades Elementary School #4

| CONTRACTOR          | C.O. NO. | DESCRIPTION   | AMOUNT     | AMT APPLIED TO ALLOWANCE |
|---------------------|----------|---|------------|--------------------------|
| Zenith Construction | CO-1     | Installation of additional macadam around the north, south and east sides of the basketball court to retaining walls. | \$5,000.00 | \$5,000.00               |
|                     |          | Allowance drawdown.   |            | (\$5,000.00)             |
|                     |          | TOTAL   | \$5,000.00 | \$0.00                   |

**1CUR THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **class trips** listed on the attached summary. *Attachment: 2021-10-18 CLASS TRIPS*

**2CUR THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves amending the **2021-2022 District Calendar to allow for Early Dismissal for students only on Election Day, Tuesday, November 2, 2021. Attachment: 2021-10-18 DISTRICT CALENDAR**

**3CUR THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **proposed program for Emergency Virtual or Remote Instruction Plan for the 2021-2022 school year**, for submission to the Executive County Superintendent of Schools. *Attachment: 2021-10-18 EMERGENCY VIRTUAL OR REMOTE INSTRUCTION PLAN*

**FINANCE**

- 1F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the **current bills list in the amount of \$7,066,042.20 for October 2021 checks.**

**Attachment: 2021-10-18 BILLS LIST**

- 2F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the **current Cafeteria bills list in the amount of \$75,169.82 for October 2021 checks.**

**Attachment: 2021-10-18 CAFETERIA BILLS LIST**

- 3F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the **current Athletic bills list in the amount of \$4,080.00 for October 2021 checks.**

**Attachment: 2021-10-18 ATHLETIC BILLS LIST**

- 4F **THEREFORE BE IT RESOLVED**, that the Board of Education, upon recommendation of the Superintendent, accepts the following **donation**:

| <b><u>DONATION</u></b> |                         |                  |                                    |
|------------------------|-------------------------|------------------|------------------------------------|
| Item                   | Amount/ Estimated Value | Donor            | On Behalf Of                       |
| 12 Chromebooks         | \$3,069.12              | PTA School No. 3 | Usage in School No. 3 Media Center |

- 5F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Lease Agreement with Hoover Leasing**, commencing on October 14, 2021 with an open-ended expiration date, for a 54-Passenger Blue Bird Bus, as per the attached agreement and authorizes the Board Secretary to execute said agreement. **Attachment: HOOVER LEASING AGREEMENT**

- 6F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, does hereby **authorize the District Purchasing Agent to make purchases of goods and services entered into on behalf of the National Joint Powers Alliance**, including but not limited to the Federal General Services Administration and cooperative purchasing programs in other states and those contained on the Division's website; and

**BE IT FURTHER RESOLVED**, that the Fort Lee Board of Education does hereby authorize the **District Purchasing Agent to make purchases of all goods and services entered into on behalf of the following purchasing agency:**

**Sourcewell Cooperative Purchasing participant - Contract #041917-PIT**

- 7F **THEREFORE, BE IT RESOLVED** that the Fort Lee Board of Education, upon the recommendation of the Superintendent, hereby authorizes the Board Secretary to execute the **Pitney Bowes Mailing and Postage Equipment Lease** and all other documents necessary to effectuate the terms of this resolution for the following upgraded equipment:

| PITNEY BOWES MAIL EQUIPMENT   |                             |   |
|-------------------------------|-----------------------------|---|
| SendPro C Series Mail Machine | Central Office              | Total of \$23,697.00 over a 60-month term |
| SendPro C Auto Mail Machine   | Lewis F. Cole Middle School | Total of \$9,784.20 over a 60-month term  |
| SendPro C Auto Mail Machine   | Fort Lee High School        | Total of \$9,951.60 over a 60- month term |

**PERSONNEL**

- 1P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attendance of staff members at the **staff trips/conferences** listed on the attached summary. [\*Attachment: 2021-10-18 STAFF TRIPS\*](#)
- 2P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement** of Myung Chung, as a Bilingual Korean Teacher at School 4, LFCIS, and LFCMS, after dedicating 20 years of service to the district, effective January 1, 2022.

**3P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement** of Laurie Butler, as a School Secretary at LFCMS, after dedicating 16.5 years of service to the district, effective January 1, 2022.

**4P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **resignations**:

| <b><u>RESIGNATIONS</u></b> |                          |                 |                       |
|----------------------------|--------------------------|-----------------|-----------------------|
| <b>Employee</b>            | <b>Position</b>          | <b>Location</b> | <b>Effective Date</b> |
| Johanny Garcia             | Health Care Assistant PT | S4              | 10-8-2021             |
| Alexander Lopez            | Custodian                | LFCIS           | 10-18-2021<br>Amended |

**5P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **appointments** for the 2021-2022 school year, pending verification of employment:

| <b><u>APPOINTMENTS</u></b> |                  |                                   |            |                           |                               |                       |
|----------------------------|------------------|-----------------------------------|------------|---------------------------|-------------------------------|-----------------------|
| <b>First Name</b>          | <b>Last Name</b> | <b>Position</b>                   | <b>Loc</b> | <b>Position Control #</b> | <b>Annual Salary Prorated</b> | <b>Effective Date</b> |
| Sophia                     | Pavlou           | Instructional Aide Coverage (.83) | S3         | 03-9101-135               | Step 1/Degree \$23,797.00     | 10/25/21              |
| Lauren                     | Kim              | Teacher Bilingual Korean          | S4/IS/MS   | 04-1486-05                | Step 1/MA \$61,975.00         | 1/3/22                |
| Daphne                     | Fermin           | Health Care Assistant PT (.72)    | S4         | 04-3115-04                | \$20.00/hour                  | 10/25/21              |
| Stefanie                   | Horn             | Personal Aide Grade 6 2:1 (.83)   | LFCIS      | 05-9101-13                | Step 1/Degree \$23,797.00     | 10/25/21              |



- 6P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following additional **staff transfers** during the 2021-2022 school year.

| <b>TRANSFERS</b>   |               |   |             |  |               |                    |
|--------------------|---------------|---|-------------|--|---------------|--------------------|
| Name               | From Location | From Position                                   | To Location | To Position                                | Salary Change | Effective Date     |
| Genevieve Callahan | FLHS          | Teacher Physics<br>07-2236-02                   | LFCIS       | Teacher STEAM<br>05-3105-07                | N/A           | 10/4/21<br>Amended |
| Tiffany Phinazee   | S2            | Instructional Aide<br>Grade K LLD<br>02-9101-37 | S3          | Personal Aide<br>Grade K 1:1<br>03-9101-37 | N/A           | 10/18/21           |

- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **leaves**:

| <b>LEAVES OF ABSENCES</b> |                            |     |         |              |                     |                            |                          |             |
|---------------------------|----------------------------|-----|---------|--------------|---------------------|----------------------------|--------------------------|-------------|
| Name                      | Position                   | Loc | Type    | New or Amend | Paid Leave          | Unpaid Leave with benefits | Unpaid Leave No Benefits | Return Date |
| Christine Romano          | Speech Language Specialist | S4  | Medical | Amend        | 10/4/21 to 10/24/21 | N/A                        | N/A                      | 10/25/2021  |

- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following **Substitutes** for the 2021-2022 school year:

| <b>SUBSTITUTES</b>   |
|--|
| Yoonhee Kyung<br>Dongeun Esther Lee<br>Michael Mercado<br>Eric Kruty |

- 9P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the updated **Position Control List** for the 2021-2022 school year. [\*Attachment: 2021-10-18 POSITION CONTROL LIST\*](#)

- 10P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves a pensionable stipend of \$6,500, for additional teaching staff members assigned to **teach a sixth period** at Fort Lee High School for the 2021-2022 school year:

| <b>6th Period Stipends</b>  |                  |  |
|-----------------------------|------------------|--|
| <b>Fort Lee High School</b> |                  |  |
| <b>First Name</b>           | <b>Last Name</b> | <b>Department</b>  |
| Genevieve                   | Callahan         | Science (Effective 9/1/21 to 10/1/21 Revised and prorated) |
| Miranda                     | Jurgenson        | English (Effective 10/19/21)                               |
| Sophia                      | Karabatos        | English (Effective 10/19/21)                               |

- 11P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **approves the revised list for payment of extra compensation for staff members for the district assignment for Student Orientation coverage held on Friday, September 3, 2021.** This resolution supersedes Resolution No. 31028 dated August 30, 2021. *Attachment: [21-22 STUDENT ORIENTATION \(Revised\)](#)*

- 12P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of an additional **Building Technology Assistants** at a non-pensionable stipend of \$2,000 prorated for the 2021-2022 school year:

| <b>2021-2022 BUILDING TECHNOLOGY ASSISTANTS</b> |   |
|---|---|
| <b>Location</b>                                 | <b>Name</b>                                     |
| Lewis F. Cole Intermediate School               | Genevieve Callahan (Start Date October 4, 2021) |

- 13P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves Byung (Tom) Hur to provide **CPR/AED Training for district employees** (5 classes - 3 hours each) at the hourly rate of \$45.00, not to exceed \$675.00.

- 14P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **Middle School Coaches** for the 2021-2022 school year, as follows. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities.

| <b><u>2021-2022 MIDDLE SCHOOL COACHES</u></b>                                      |             |          |        |            |
|--|-------------|----------|--------|------------|
| Coach  | Sport       | Position | Season | Stipend    |
| <b><u>RESCIND:</u></b> (previously approved on Resolution No. 30944 dated 7/12/21) |             |          |        |            |
| Samuel Keller**  | Boys Soccer | Coach    | Fall   | \$2,000.00 |
| <b><u>APPOINT:</u></b>   |             |          |        |            |
| Ethan Goya   | Boys Soccer | Coach    | Fall   | \$2,000.00 |
| **Non-Staff Member & pending certification and verification of employment          |             |          |        |            |

- 15P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the additional **Faculty Coordinator** for the 2021-2022 school year.

| <b><u>2021-2022 FACULTY COORDINATOR</u></b> |                               |       |                                  |
|---|-------------------------------|-------|----------------------------------|
| Name  | Department                    | Class | Stipend                          |
| Gene Fusco                                  | Faculty Coordinator - Title I | N/A   | \$6,000 (prorated from 10/19/21) |

- 16P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **Stephen Dominguez to provide up to 100 hours of Grant Training to transition the Title I Faculty Coordinator** at the hourly rate of \$45.00, not to exceed \$4,500.00.
- 17P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Co-Curricular Advisors** for the 2021-2022 school year. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities. **Attachment: 2021-10-18 CO-CURRICULAR APPTS**

**POLICY**

**1POL THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **first reading of the following policy/regulation updates** listed below: **Attachment: 2021-10-18 POLICY UPDATES**

| Policy/Reg No. | Topic   |
|----------------|---|
| P2425          | Emergency Virtual or Remote Instruction Program (M) |

**OLD BUSINESS**

**NEW BUSINESS**

**ADJOURNMENT**

RESPECTFULLY SUBMITTED,

*Haquisha Q. Taylor*

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HAQUISHA Q. TAYLOR  
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/sa  
Attachments  
10-15-21