

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

**MINUTES**

**PUBLIC BUSINESS MEETING  
October 18, 2021  
Lewis F. Cole Intermediate School Cafetorium  
and Zoom Meeting**

**CALL TO ORDER BY THE PRESIDENT**

The meeting was called to order at 6:30 p.m. by Board President, Ms. Colbath.

**FLAG SALUTE**

The Flag Salute was led by Ms. Cho.

**PUBLIC ANNOUNCEMENT**

The Public Announcement was read by Ms. Colbath.

**ROLL CALL**

**Present:** Ms. Elisa Cho, Mrs. Kim Curry, Mrs. Esther Han Silver, Mrs. Holly Morell, Mrs. Candace Romba, Mrs. Kristen Richter, Mr. Michael Rubino, Ms. Julene Stassou, Ms. Paula K. Colbath

**Also Present:** Mr. Robert L. Kravitz, Ms. Haquisha Q. Taylor, Mrs. Diane Collazo-Baker, Ms. Frances Febres, Board Attorney

**EXECUTIVE SESSION**

MOTION by Mrs. Morell, seconded by Mr. Rubino, at 6:31 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

The Board reconvened into the Public Meeting at 7:33 p.m.

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

Mr. Kravitz shared his Superintendent's report including the beginning of the development of vocational programs, national merit scholars, winning team and players, quarantine protocols, teachers will be offering online tutoring, and the calendar change to a single session day to accommodate for voting safely.

**COMMITTEE REPORTS**

Mrs. Morell shared that the Policy Committee met earlier before tonight's meeting to discuss various personnel issues. Mrs. Morell then shared that the Committee agrees with the Superintendent's recommendation regarding the CDC guidelines.

Mrs. Romba shared that the Pandemic Learning Committee met earlier before tonight's meeting and discussed the restrictions for travel remaining the same, developed an emergency virtual plan, and hiring teachers in order to provide students with extra help.

Ms. Colbath reminded the committee members to write minutes for each meeting.

**PUBLIC WORK SESSION**

Ms. Cho inquired if we are obtaining complete pricing for the vocational programs. Mr. Kravitz shared that we are exploring various colleges so the students can graduate with college credits.

**HEARING OF CITIZENS- QUESTIONS AND COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA AND ANY OTHER TOPIC OF CONCERN**

MOTION by Mrs. Morell, seconded by Mrs. Richter, to open the floor to the public, 7:40 p.m.

MOTION carried unanimously upon roll call vote, 9-0.

Public attendees had questions and comments including discontent of board members engaging in lobbying and chatter on social media; thanked Mr. Kravitz for attending the football game; disappointment about the quarantine policy remaining the same; inquiry about a payment to the Board attorney that appeared on the bills list; and an inquiry if School #1 will be hiring a new principal. Mr. Kravitz and Ms. Taylor addressed all public comments and questions.

MOTION by Mr. Rubino, seconded by Mrs. Morell, to close the floor to the public, 7:57 p.m.

MOTION carried unanimously upon voice vote, 9-0.

**RESOLUTIONS**

MOTION by Mrs. Morell, seconded by Ms. Colbath to amend item #16P to read the hourly rate of \$45.00, not to exceed \$1,875.00.

MOTION carried unanimously upon voice vote, 9-0.

**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

MOTION by Mrs. Romba, seconded by Ms. Stassou, that the Fort Lee Board of Education approve items #1B through #4B.

MOTION carried unanimously upon roll call vote, 9-0.

### **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.  Allowance drawdown.	(\$10,000.00)	(\$10,000.00)  (\$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.  Allowance drawdown.	\$5,000.00	\$5,000.00
		TOTAL	\$5,000.00	\$0.00

MOTION carried unanimously upon roll call vote, 9-0.

## **CURRICULUM**

**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](#)

MOTION by Mrs. Richter, seconded by Mr. Rubino, that the Fort Lee Board of Education approves items #1CUR through #3CUR.

MOTION carried unanimously upon roll call vote, 9-0.

### **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**:

<u><b>DONATION</b></u>			
<b>Item</b>	<b>Amount/ Estimated Value</b>	<b>Donor</b>	<b>On Behalf Of</b>
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

MOTION by Mrs. Romba, seconded by Mrs. Morell, that the Fort Lee Board of Education approves items #1F through #7F.

MOTION carried unanimously upon roll call vote, 9-0.

### **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 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><u>TRANSFERS</u></b>						
<b>Name</b>	<b>From Location</b>	<b>From Position</b>	<b>To Location</b>	<b>To Position</b>	<b>Salary Change</b>	<b>Effective Date</b>
Genevieve Callahan	FLHS	Teacher Physics 07-2236-02	LFCIS	Teacher STEAM 05-3105-07	N/A	10/4/21 Amended
Tiffany Phinazee	S2	Instructional Aide Grade K LLD 02-9101-37	S3	Personal Aide Grade K 1:1 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 Dongeun Esther Lee Michael Mercado 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>		
First Name	Last Name	Department
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><u>2021-2022 BUILDING TECHNOLOGY ASSISTANTS</u></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>				
<b>Coach</b>	<b>Sport</b>	<b>Position</b>	<b>Season</b>	<b>Stipend</b>
<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>APPOINT:</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>			
<b>Name</b>	<b>Department</b>	<b>Class</b>	<b>Stipend</b>
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 Grant Training to transition the Title I Faculty Coordinator** at the hourly rate of \$45.00, not to exceed **\$1,875.00. (As Amended)**

- 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**

MOTION by Mrs. Morell, seconded by Mrs. Richter, that the Fort Lee Board of Education approves items #1P through #17P, with item #16P as amended.

MOTION carried unanimously upon roll call vote, 9-0.

**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)

MOTION by Mrs. Morell, seconded by Mrs. Romba, that the Fort Lee Board of Education approves item #1POL.

MOTION carried unanimously upon roll call vote, 9-0.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Mrs. Curry shared her kindness bag contents.

Mrs. Han Silver shared that senior nights are approaching. Mrs. Han Silver then shared her enthusiasm regarding the Fort Lee High School installing new windows but the downside of the new windows is that they cannot be fully opened minimizing airflow.

Ms. Cho inquired if the school buildings are properly prepared to transition from air-conditioning to heat. Ms. Cho inquired if the Board can support the costs of the summer math program and other advanced programs instead of the parents paying an additional fee for these programs. Mr. Kravitz shared that the district has grant funding and will take Ms. Cho's suggestion into consideration.

**ADJOURNMENT**

MOTION by Mr. Rubino, seconded by Ms. Stassou, to adjourn, 8:08 p.m.

MOTION carried unanimously upon voice vote, 9-0.

RESPECTFULLY SUBMITTED,

*Haquisha Q. Taylor*

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**HAQUISHA Q. TAYLOR**  
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/toc 10/25/2021