

**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, March 6, 2023

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/83125954484>**

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 13, 2023 and posted on the district website at www.flboe.com; published in the Board's designated online media outlet/newspapers: The Record and The Star Ledger; 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

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**:

Public Business Meeting Minutes	February 22, 2023
Private Executive Meeting Minutes	February 22, 2023

- 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, approves the **participation of Board Members for Workshops** as outlined below:

<u>WORKSHOP</u>	<u>BOARD MEMBER</u>	<u>DATE</u>	<u>PLACE</u>	<u>AMOUNT PER PERSON</u>
NJSBA Spring Education Symposium	Paula Colbath Holly Morell	Tuesday, April 25, 2023	Virtual	\$99

- 4B** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, approves the **revised 2023 Board of Education Meeting Schedule**. The **March 20, 2023 meeting is rescheduled for Thursday, March 16, 2023**.

Attachment: [REVISED 2023 BOE MEETING SCHEDULE](#)

BUILDINGS AND GROUNDS

1B&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	OWNER:	Fort Lee Board of Education
PROJECT NO.: 21061	ARCHITECT:	ENV
PROJECT: Fort Lee Board of Education VRF HVAC Elementary School #1	CONTRACTOR:	AMCO Enterprises
	DATE:	March 1, 2022

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	ALLOWANCE
AMCO Enterprises	CO-2	Electrical shut down to install new electrical gear. This change order is for the cost difference to perform this work on a Saturday. Weekday work couldn't be done as this would require a half day shut down and that would conflict and disrupt the school day.	\$2,886.26	-0-
		TOTAL	\$2,886.26	-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:* [CLASS TRIPS](#)

2CUR **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, **approves the following program for the 2023 Wellness Assembly Program at the Lewis F. Cole Intermediate School** to focus on providing strategies for students to maximize their skills during upcoming standardized testing.
To provide 5.5 hours on-site, with 45 minute travel at \$200 per hour, for a total not to exceed \$1,275.00. Funded from Account 20-484-100-300-00-000.

- 3CUR **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **out-of-district placements** for the 2022-2023 school year:

OUT-OF-DISTRICT PLACEMENTS			
Student	Placement	Dates	Tuition/Costs
#8864958670	Windsor Bergen Academy	2/22/2023 - 6/30/2023	Annual tuition cost of \$69,097.20, prorated to \$24,654.40 (76 days @ \$324.40 per diem). Transportation cost prorated to \$4,696.80 (76 days @ \$61.80 per diem).

FINANCE

- 1F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, has received and accepts the financial reports of the **Secretary and Treasurer of School Monies for the month ending January 2023** and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year. [*Attachment: BOARD SECRETARY REPORT -JANUARY 2023; TREASURER'S REPORT-JANUARY 2023*](#)
- 2F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, confirms the **line item transfers for the month of January 2023**. In order to accomplish the aforesaid purpose, the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule. [*Attachment: LINE ITEM TRANSFERS-JANUARY 2023*](#)
- 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 bills list in the amount of \$428,297.74 for March 2023 checks**. [*Attachment: 2023-03-06 BILLS LIST*](#)
- 4F **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 \$130,440.64 for March 2023 checks**. [*Attachment: 2023-03-06 CAFETERIA BILLS*](#)

- 5F **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 \$1,360.00 for March 2022 checks.** *Attachment:* [2023-03-06 ATHLETIC BILLS](#)

- 6F **THEREFORE BE IT RESOLVED**, that the Board of Education, upon recommendation of the Superintendent, accepts the following **donations**:

<u>DONATIONS</u>			
Item	Amount/ Estimated Value	Donor	On Behalf Of
18 Books	\$306.00	Lynn Hunter, Ed. D. Educational Media Enterprises	Pre-K, Kindergarten, and First Grade Classes

- 7F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **authorizes the Board Secretary to advertise the General Education Preschool Lottery Program in all designated newspapers.**

BE IT FURTHER RESOLVED, that the Fort Lee Board of Education **approves the tuition rates for the General Education Preschool Program for the 2023-2024 school year as follows:**

\$1,000.00 per month per student for full-day program

- 8F **WHEREAS**, the Audit Report for the year ending June 30, 2022 as prepared by Wielkots & Company, LLP, Certified Public Accountants, was accepted by this Board on February 22, 2023; and

WHEREAS, the Audit contains recommendations which were read and discussed at the public meeting as indicated on the Corrective Action Plan attached to this resolution.

NOW THEREFORE, BE IT RESOLVED, that the **Business Administrator/Board Secretary of this Board is hereby directed to proceed as indicated in said Corrective Action Plan**; and

BE IT FURTHER RESOLVED, that a **copy of this resolution, together with a copy of the synopsis of the Audit Report and the Corrective Action Plan, will be filed with the County Superintendent of Schools.** *Attachment:* [AUDIT CAP FY22](#)

- 9F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the execution of an **Interlocal Services Agreement** between the Fort Lee Board of Education and the Borough of Fort Lee for the **assignment of one Class III Special Law Enforcement Officer (“SLEO III”)** according to the terms and condition of the attached agreement. *Attachment:* [INTERLOCAL SERVICES AGREEMENT-SLEO III](#)
- 10F **THEREFORE BE IT RESOLVED**, the South Bergen Jointure Commission (“SBJC”) and the Fort Lee Board of Education (“the Board”) are parties to a 2023-2024 agreement for SBJC, an approved Coordinated Transportation Service Agency, for the purposes of transporting students in accordance with Chapter 53, P.L. 1997 for the time period 2023-2024 school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs.
- BE IT FURTHER RESOLVED**, that the Fort Lee Board of Education, agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission and attached to this resolution. *Attachment:* [SBJC JOINT TRANSPORTATION 2023-2024](#)
- 11F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon the recommendation of the Superintendent **authorizes Dr. Vincent Occhino to invest Fort Lee Public Schools District Funds in the New Jersey Asset & Rebate Management (NJ/ARM) District account** effective February 7, 2023.
- 12F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon the recommendation of the Superintendent **suspends Haquisha Q. Taylor, effective February 7, 2023, and Irene Gray, effective March 15, 2023, from investing Fort Lee Public Schools District Funds in the New Jersey Asset & Rebate Management (NJ/ARM) District account.**
- 13F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **approves the contract with the DoubleTree by Hilton for the Fort Lee High School 2023 Performing Arts Awards Banquet to be held on Wednesday, June 7, 2023 at a price not to exceed \$45.00 per person.** *Attachment:* [DOUBLETREE CONTRACT](#)

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: [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 Kathleen Ryan Larson, as a Teacher - Computer Literacy at LFCMS, after dedicating 35 years of service to the district, effective July 1, 2023.**
- 3P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement of Janet LaRusso, as a Teacher - Elementary at School #4, after dedicating 35 years of service to the district, effective July 1, 2023.**
- 4P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement of Mark Oberkehr, as a Teacher - Math at the High School, after dedicating 20 years of service to the district, effective July 1, 2023.**
- 5P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts, with regret, the **retirement of Adrian Rodriguez, as a Teacher - Social Studies at the High School, after dedicating 15 years of service to the district, effective March 1, 2023.**
- 6P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **resignations**:

<u>RESIGNATIONS</u>			
Employee	Position	Location	Effective Date
John Vasquez	Bus Driver	CO	03/01/23

- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **appointments** for the 2022-2023 school year, pending verification of employment:

<u>APPOINTMENTS</u>						
First Name	Last Name	Position	Loc	Position Control #	Annual Salary Prorated	Effective Date
Alejandra	Limones	Paraprofessional	S1	01-9101-29	\$24,386.00 (.83)	3/27/23 or sooner
Gloria	Vargas	Bus Driver	CO	00-9402-04	\$31,000.00	3/21/23 or sooner

- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following additional **staff transfers** during the 2022-2023 school year.

<u>TRANSFERS</u>						
Name	From Location	From Position	To Location	To Position	Salary Change	Effective Date
Megan Cooper	S1	Teacher	S2	Teacher - Special Education	N/A	3/1/23

- 9P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **leaves**:

LEAVES OF ABSENCES								
Name	Position	Loc	Type	New or Amend	Paid Leave	Unpaid Leave with benefits	Unpaid Leave No Benefits	Return Date
Laura Caddell	School Counselor	HS	Medical	Amend	1/11/2023 - 2/24/23	N/A	N/A	2/27/23
Melanie Catalano	Graphic Design Teacher	HS	Maternity	New	6/12/23 - 6/21/23	N/A	9/1/23 - 6/30/24	9/1/24
Erica Cirone	Media Specialist	S1	Maternity	Amend	9/1/21 - 10/6/21	N/A	10/7/21 - 6/30/24	9/1/24
Gina DeMartino	Grade 4 Teacher	S4	Maternity	Amend	11/21/22 - 1/5/23	1/6/23 - 6/30/23	N/A	9/1/23
Anastasia Findanis	Grade 2 Teacher	S1	Maternity	Amend	5/27/20 to 6/30/20	9/1/20 to 2/28/21	3/1/21 to 6/30/23	9/1/23
Karen Lallo	3rd Grade Teacher	S3	Medical	New	3/14/23- 4/14/23	N/A	N/A	4/17/23
Tracey O'Connell	Conf Secretary to the Business Administrator	CO	Medical	New	3/21/23 - 3/28/23(½)	N/A	3/28/23(½) - 4/14/23	4/14/23
Ashley Rice	Teacher - BSI	FLHS	Maternity	Amend	N/A	9/1/21 to 12/1/21	12/2/21 to 3/7/23	3/8/23
ID#6719			Admin Leave	New	3/6/23 - TBD	N/A	N/A	TBD

- 10P **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 2022-2023 school year:

SUBSTITUTES
Seham Ibrahim, Teacher Winnie Yau, Teacher

- 11P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the ammended compensation for the staff members for **After-School Tutoring Program during the 2022-2023 school year**. Rates were \$45.00 per hour and will now be \$55.00 per hour, effective January 3, 2023. This compensation is **funded by ESSER II Learning Acceleration and ARP ESSER funds. Account codes #20-484-100-100-00-000 and #20-487-100-100-00-000.**

<u>Name</u>	<u>Assignment</u>	<u>Location</u>	<u>Compensation</u>
Dawn McKenzie	After-School Tutoring Program	IS	\$55.00 per hour
Barrie Kulak	After-School Tutoring Program	IS	\$55.00 per hour
Lina Giraldo	After School Tutoring Program	S4	\$55.00 per hour

- 12P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the amended **reimbursement of substitute teacher certification fees** funded from account #20-487-200-300-00-000 for the employees listed below:

<u>SUBSTITUTE TEACHER CERTIFICATION FEE REIMBURSEMENT</u>		
<u>First Name</u>	<u>Last Name</u>	<u>Amount</u>
Tiffany	Phinazee	\$128.38

- 13P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of a Co-Curricular Advisor** for the 2022-2023 school year. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities. **Payable through ESSER II Learning Acceleration grant fund. The account code is 20-484-100-101-00-000.**

<u>CO-CURRICULAR 2022-2023</u>				
<u>Name</u>	<u>Co-Curricular Activity</u>	<u>Loc</u>	<u>Class</u>	<u>22-23 Stipend</u>
Tahreen Chowdhury	STEAM Advisor	HS	C	\$4,754.00

- 14P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Sidebar Agreement between Fort Lee Board of Education and the Fort Lee Education Association for a Employee Workday Modification for Employee #6181 from March 8, 2023 to June 30, 2023.**

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: [FIRST READING](#)

Policy/Reg No.	Topic
P 6471	School District Travel (M) (Revised)
R 6471	School District Travel (M) (Revised)
P 8140	Student Enrollments (M) (Revised)
R 8140	Enrollment Accounting (M) (Revised)
P 8330	Student Records (M) (Revised)
R 8330	Student Records (M) (Revised)

- 2POL **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **second reading and adoption of the following policy/regulation updates** listed below:
Attachment: [SECOND READING](#)

Policy/Reg No.	Topic
R 5751	Sexual Harassment of Students (M)
P 0152	Board Officers

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

RESPECTFULLY SUBMITTED,

Dr. Vincent Occhino

Dr. Vincent Occhino
Interim Business Administrator/Board Secretary

VO/toc
Attachments
03-06-23