

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

MINUTES

**PUBLIC BUSINESS MEETING AGENDA
Thursday, March 16, 2023
Lewis F. Cole Intermediate School Cafetorium
and Zoom (virtual) 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 Mrs. Morell.

PUBLIC ANNOUNCEMENT

The Open Public Meeting announcement was read by Board President, Ms. Colbath

ROLL CALL

Present: Ms. Elisa Cho, Mrs. Kim Curry, Mr. Kacy Knight, Mrs. Holly Morell, Mr. Michael Rubino, Ms. Julene Stassou, Ms. Paula K. Colbath

Also Present: Mr. Robert L. Kravitz, Dr. Vincent Occhino, Mrs. Diane Collazo-Baker, Mr. Robert Devaney, Board Attorney

Absent: Dr. Catherine Golfinopoulos, Mrs. Kristen Richter

EXECUTIVE SESSION #1

MOTION by Mrs. Morell seconded by Mrs. Curry at 6:35 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 7-0.

President Colbath asked for a MOTION to adjourn the Executive Session.

MOTION by Mrs. Curry seconded by Mr. Rubino at 7:40 p.m.

The motion carried unanimously upon voice vote, 7-0.

HIGH SCHOOL STUDENT REPRESENTATIVES REPORT

Mr. Kravitz welcomed the High School Student Representatives. The Student Representatives, Michelle Choi and Katherine Lee, shared a detailed report of student activities at the High School to include conclusion of the 11th grade NJGPA testing; athletic achievements and team updates; and that the District Orchestra performed at the New York Invitational Festival at Carnegie Hall on March 14, 2023.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Kravitz began the discussion on the process used to develop the 2023-2024 school district budget. He indicated that on this evening's agenda there is a resolution approving the preliminary 2023-2024 school district budget.

Mr. Kravitz shared that February 2023 Fire & Security Drills were conducted and have been posted for the Board's review.

COMMITTEE REPORTS

Negotiations Committee: Mrs. Curry reported that the Committee met and the negotiating team reached an agreement with the Administrators. Voting on the agreement will take place at the April 11, 2023 Board meeting.

Equity Committee: Mr. Knight shared that he attended the presentation given by Renaissance Learning, and will be providing professional services to the Intermediate School teachers. Mr. Knight then shared he received updates on a few curriculum issues.

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

None.

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. Curry to open the floor to the public, 7:53 p.m.

MOTION carried unanimously upon voice vote, 7-0.

Public comments included if there were any rules regarding dogs on school property; if the school district calendar could recognize two Islamic holidays; and how are teachers being recruited.

Mr. Kravitz and Ms. Colbath addressed all questions and concerns.

MOTION by Mr. Rubino seconded by Mrs. Curry to close the floor to the public, 8:09 p.m.

MOTION carried unanimously upon voice vote, 7-0.

RESOLUTIONS

MOTION by Mrs. Morell, seconded by Mr. Rubino, to table items #1B, #2B and #2CUR on tonight's agenda.

MOTION carried unanimously upon voice vote, 7-0.

BOARD

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

Public Business Meeting Minutes March 6, 2023
Private Executive Meeting Minutes March 6, 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**
Postponed

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, upon recommendation of the Superintendent, approves the **2023-2024 School Calendar**.
Attachment: [2023-2024 SCHOOL CALENDAR](#)

MOTION by Mrs. Morell, seconded by Mrs. Curry, that the Fort Lee Board of Education approves item #3B.

MOTION carried unanimously upon roll call vote, 7-0, with exception, of postponing #1B and #2B.

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 **Postponed** 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
#2820944949	Windsor Prep High School Paramus, NJ	2/13/2023 - 6/30/2023	Annual tuition cost of \$58,772.28 prorated to \$21,196.56 (66 days @ \$321.16 per diem). Transportation cost prorated to \$2,600.00 (66 days @ \$40.00 per diem).

3CUR **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, approves **Renaissance Learning to provide professional development services to the Intermediate School teachers. The services will be paid through the 20-270-320-00-000 account, at a cost not to exceed \$300.00.**

MOTION by Mrs. Morell, seconded by Mrs. Curry, that the Fort Lee Board of Education approves items #1CUR and #3CUR.

MOTION carried unanimously upon roll call vote, 7-0, with exception, of postponing #2CUR.

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 \$6,868,417.46 for March 2023 checks.** *Attachment: [2023-03-06 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 \$51,543.76 for March 2023 checks.** *Attachment: [2023-03-06 CAFETERIA BILLS](#)*

3F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **Jessica Addeo to provide a parent workshop on Co-Regulation at a cost not to exceed \$110.00, to be charged to Account #20-485-200-100-00-000.**

4F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the adoption of the **Tentative 2023-2024 School District Budget of the use of Unrestricted Surplus (Fund Balance) in the amount of \$2,523,085; and**

FURTHER BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **inclusion in the Preliminary 2023-2024 School District Budget of a withdrawal from Capital Reserves in the amount of \$3,963,750.00 as follows:**

<u>CAPITAL RESERVE PROJECTS</u>	
18-21 Year Old Program	\$337,500.00
Lewis F. Cole MS Academic Wing Unit Vent Replacement with AC and UV	\$1,417,500.00
HS Shop & Training Program	\$708,750.00
Tom Hunter Rd.-Purchase of Property	\$1,500,000.00
Total Capital Reserve Projects	\$3,963,750.00

THEREFORE, BE IT RESOLVED that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Preliminary 2023-2024 School District Budget as follows:**

	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund	\$82,110,315	\$72,386,681
Special Revenue Fund	\$4,154,038	-0-
Debt Service Fund	\$4,221,471	\$3,820,376
Total Base Budget	\$90,485,824	\$76,197,057

5F **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
Check	\$500.00	KPMG Gives % Bergen County's United Way	High School AOF Scholarship

6F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **GOMO Educational Services to provide student development services to grades 5 through 8 for the purposes of understanding the fundamental premise of acceptance to diversity, equity, and inclusion. Four onsite 45 minute sessions to occur in March 2023. Costs for these comprehensive services are not to exceed \$10,000.00. To be paid from account #20-280-100-300-30-000.**

7F **WHEREAS**, Policy No. 6471 “School District Travel” and N.J.A.C. 6A:23A-7.3 provide that the Fort Lee Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for travel and expense reimbursement; and

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, hereby **establishes the school district travel maximum for the 2023-2024 school year at \$100,000.**

8F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **approves the attached Special Education Medicaid Initiative (SEMI) Corrective Action Plan for the 2023-2024 school year** for submission to the Executive County Superintendent at the Bergen County Department of Education. **Attachment: SEMI CAP 23-24**

MOTION by Mrs. Curry, seconded by Mrs. Morell, that the Fort Lee Board of Education approves items #1F through 8F.

MOTION carried unanimously upon roll call vote, 7-0.

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: STAFF TRIPS**

2P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **resignations**:

RESIGNATIONS			
Employee	Position	Location	Effective Date
Stephani Fonseca	Paraprofessional	S2	3/14/23 - Declined Position
Brittany Ladato	Varsity Cheerleading Advisor	FLHS	3/8/23
Monica Lorences	Paraprofessional	S2	4/14/23

3P 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:

APPOINTMENTS						
First Name	Last Name	Position	Loc	Position Control #	Annual Salary Prorated	Effective Date
Yesenia	Escobar	Paraprofessional	S2	02--9101-104	\$24,386.00	3/6/23 (Amended)
Sunny	Kim	Part Time (.83) Paraprofessional	S2	02-9101-65	\$24,386.00	3/20/23
Tze Ling (Pauline)	Pei	Part Time (.83) Paraprofessional	LFCIS	05-9101-48	\$24,386.00	3/27/23
Melissa	Thompson	Paraprofessional	S4	04-9101-102	\$24,386.00 (.83)	2/24/23 (Amended)
John	Urena	Custodian	LFCMS	06-9400-12	\$42,341.00 (Step 1)	3/17/23
Gloria	Vargas	Bus Driver	CO	00-9402-04	\$31,000.00	3/9/23 (Amended)

4P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of the following Faculty Coordinators and Program Coordinators for the 2022-2023 school year.**

2022-2023 Faculty Coordinators/Program Coordinators				
Name	Department	Location	Class	Stipend
Peter Kraljic	Faculty Coordinator - ESY	District	N/A	\$5,000

5P **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
Rosa DiPuma	Paraprofessional	S2	Medical	Amend	3/13/23-4/7/23	N/A	N/A	4/10/23
Tracey O'Connell	Confidential Secretary to the Business Administrator	CO	Medical	Amend	3/28/23 - 4/4/23 (½)	N/A	4/4/23 (½) - 4/21/23	4/24/23

6P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of leave replacements** during the **2022-2023 school year**, as outlined below:

LEAVE REPLACEMENTS					
Name	Grade/ Subject	Loc	Salary	Effective Dates	Reason for opening
Briana Shuki	3rd Grade Teacher	S1	Continuous Assignment	9/1/22 - 6/30/23	Jessica Karoutsos (child care)
Caitlin Schiano	2nd Grade Teacher	S1	Continuous Assignment	9/1/22 - 6/30/23	Anastasia Findanis (child care)

7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the amendment of a pensionable stipend of \$6,500, for teaching staff members assigned to **teach a sixth period at Lewis F. Cole Middle School for the 2022-2023 school year:**

6th Period Stipends		
Lewis F. Cole Middle School		
First Name	Last Name	Department
Gene	Fusco	Special Education - Prorated 4/1/23 to 6/30/23
Angela	Papas	Special Education - Prorated 4/1/23 to 6/30/23
Elisa	Minissale	Special Education - Prorated 4/1/23 to 6/30/23
Dave	Fidel	Special Education - Prorated 4/1/23 to 6/30/23
Inne	Cho	Special Education - Prorated 4/1/23 to 6/30/23

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

MOTION carried unanimously upon roll call vote, 7-0.

POLICY

1POL **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: POLICIES AND REGULATIONS***](#)

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)

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

MOTION carried unanimously upon roll call vote, 7-0.

EXECUTIVE SESSION #2

MOTION by Mrs. Curry, seconded by Mr. Knight, at 8:10 p.m., to reconvene into Executive Session to discuss HIB matters.

MOTION carried unanimously upon voice vote, 7-0.

The Board reconvened into the Public Meeting at 8:35 p.m.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

MOTION by Mr. Rubino, seconded by Mrs. Curry, to adjourn, 8:37 p.m.

MOTION carried unanimously upon voice vote, 7-0.

RESPECTFULLY SUBMITTED,

Dr. Vincent Occhino_____

**Dr. Vincent Occhino
Interim Business Administrator/Board Secretary**

VO/toc
03-27-23