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, May 22, 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/89610652240

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**
- **Presentation of Certificates to AOF Teachers**

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	May 8, 2023
Private Executive Meeting Minutes	May 8, 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:

WORKSHOP	BOARD MEMBER	DATE	PLACE	AMOUNT PER PERSON
NJSBA Delegate Meeting	Holly Morell	May 13, 2023	Conference Center at Mercer 1200 Old Trenton Road, Princeton Junction, NJ	-0-
BCSBA Hybrid Meeting Celebrations & County Teachers of the Year	Kim Curry Kristen Richter Holly Morell Paula Colbath Kacy Knight	May 31, 2023	Clinton Inn 145 Dean Drive, Tenafly, NJ or Virtual	-0-

BUILDINGS & GROUNDS

1B&G

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent **authorizes the continued use of alternate methods of compliance of Toilet Room facilities at the following elementary schools, for the 2023-2024 school year.**

School No. 2	**Rooms 211, 212 and 213**
School No. 3	**Rooms 111, 119 and 121**
School No. 4	**Rooms 6, 8 and 10**

2B&G

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education**, upon recommendation of the Superintendent, approves the following net credit change order #1:**

CHANGE ORDER SUMMARY SHEET		**OWNER:**	**Fort Lee Board of Education**
PROJECT NO.:	**21062**	**ARCHITECT:**	**ENV**
PROJECT:	**Fort Lee Board of Education VRF HVAC Elementary School #3**	**CONTRACTOR:**	**TM Brennan Services**
		DATE:	March 1, 2022

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	ALLOWANCE
TM Brennan Services	#1	The specified Trane HVAC controller was substituted with an equal Honywell controller resulting in savings.	**($20,000.00)**	
		Repairs to the existing electrical main switchgear breaker switch. The existing switch was found to be faulty as it would not hold in the power off position. Repairs were made to fix the switch.	$15,950.00	
		Allowance Draw down	**($5,000.00)**	**($5,000.00)**
		TOTAL	**($9,050.00)**	

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: 2023-05-22 MAY CLASS TRIPS***

2CUR	**THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, under recommendation of the Superintendent, approves the **Dual Enrollment Agreement between Fort Lee Public Schools and William Paterson University (WPU) for the 2023-2024 school year** from Account #11-190-100-320-000 ***Attachment: WPU DUAL ENROLLMENT AGREEMENT***
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 March 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-MARCH 2023; TREASURER'S REPORT -MARCH 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 March 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 TRANSFER -MARCH 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 $7,468,452.44 for May 2023 checks**. ***Attachment: MAY 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 $23,085.24 for May 2023 checks.** ***Attachment: 2023-05-22 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 $1,848.00 for May 2023 checks.** ***Attachment: 2023-05-22 ATHLETIC BILLS***
6F	**THEREFORE BE IT RESOLVED**, that the Board of Education, upon recommendation of the Superintendent, accepts the following **donations**:

DONATIONS

Item	Amount/ Estimated Value	Donor	On Behalf Of
Check	$9.60	Box Top for Education April Payout	School Supplies and/or resources

7F	**THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the renewal **contract with Phoenix Advisors, LLC as the Continuing Disclosure Agent and Registered Municipal Advisor in connection with bond issuances to provide certain financial and other information and notices, within specified timeframes, for the contract period July 1, 2023 through June 30, 2024 in the annual amount of $1,350.00.**
8F	**THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon the recommendation of the Superintendent authorizes **Dina Messery to invest Fort Lee Public Schools District Funds in the New Jersey Asset & Rebate Management (NJ/ARM) District account effective May 1, 2023.**
9F	**THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **the amended service agreement between CarePlus and the Fort Lee School District for the 2022-2023 school year.** ***Attachment: CAREPLUS AMENDED SERVICE AGREEMENT***
10F	**THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves renewal of the **annual agreement with Bergen County Special Services School District (BCSSSD) for services to non-public schools, Public Law 1977 Chapters 192-193, for the 2023-2024 school year.** ***Attachment: BCSSSD CHAPTERS 192-193 AGREEMENT 2023-2024***
11F	**THEREFORE, BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves renewal of the annual agreement with **ACB Services (custodial services) for a one (1) year term with four (4) one-year renewal options, not to exceed five (5) years,**
12F	**THEREFORE, BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves renewal of the **annual agreement with UFS Personnel (school security services) for the two (2) year term with three (3) one-year renewal options, not to exceed five (5) years.**
13F	**THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attached **Student Transportation Contract between Fort Lee Public Schools and Joshua Tours to provide transportation to St. Peter's University during the Summer of 2022, to be funded by ARP ESSER Account #20-490-200-500-00-000.** ***Attachment: JOSHUA TOURS TO SPU - SUMMER 2023***
14F	**THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attached **Student Transportation Contract between Fort Lee Public Schools and Joshua Tours to provide transportation to St. Peter's University during the Summer of 2022, to be funded by amended ARP ESSER Account #20-490-200-500-00-000. This resolution supersedes Resolution No. 31562 dated May 23, 2022.** ***Attachment: JOSHUA TOURS TO SPU - SUMMER 2022***

15F **THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent**,** approves the appointment of **CBIZ Property & Casualty as the Broker of Record for Property & Casualty Insurance for the 2023-2024 school year at the insurance carriers standardized fee rate schedule, with the fee being included in the gross premiums charged as follows:**

CBIZ PROPERTY & CASUALTY RATE SCHEDULE 2023-2024	
Coverage	**Commission Rate**
Property, Crime, General Liability, Auto, Excess Liability	**15%**
Pollution	**10%**
School Board Leaders Liability	**12%**
Excess Liability	**5%**
Student Accident	**10%**

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: 2023-05-22 MAY 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 Rocio Torres, as a World Language Teacher at School Fort Lee High School, after dedicating 13 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, approves the following **resignations**:

RESIGNATIONS			
Employee	**Position**	**Location**	**Effective Date**
Erin McCabe	Teacher - Special Education	IS	7/1/2023

Termination date indicates first day off payroll

4P

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **appointments** for the 2023-2024 school year, pending verification of employment:

APPOINTMENTS

First Name	Last Name	Position	Loc	Position Control #	Annual Salary Prorated	Effective Date
Thomas	Atkinson	Teacher - Chemistry	FLHS	07-2235-03	$63,375 BA, Step 5-6	9/1/2023 + NTO

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
Marilyn Bynum	Bookkeeper	CO	Medical Leave	Amend	5/4/23 - 5/16/23(½)	5/16/23 (½) - 6/30/23	N/A	7/1/23
Desiree DiCristoforo	Paraprofessional	S2	Medical Leave	Amend	3/20/23 - 4/28/23	N/A	N/A	5/1/23

6P

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

Natalie Rodriguez
Aysun Gul Yasti

7P

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the **2023 Extended School Year (ESY) Summer Case Management Staff**, based upon IEP needs and pending adequate/appropriate enrollment, as indicated on the attached list. ***Attachment: ESY SUMMER 2023 PROGRAM STAFF***

8P

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **approves School personnel for additional compensation for time beyond their contractual day to attend field trips.**

Name	School	Time
Guiseppina Erika Ragusa	S1	45 Mins.
Alejandra Limones	S1	30 Mins.
Giuseppa Maceri	HS	5 hrs.
Robert Gehres	HS	5 hrs.

9P

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following **2023 Summer Bridge Academy Clerical Staff**, as indicated below.

Name	Position	Rate	Hours	Total Not To Exceed	Account Code
Colette Cutrona	Part Time Clerical Assistants	$32.27	150	$4,840.50	20-483-200-100-00-000 20-487-200-100-00-000
Sheilynn Perrone	Part Time Clerical Assistants	$32.27	150	$4,840.50	20-483-200-100-00-000 20-487-200-100-00-000

10P

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **amended renewal of staff members under the Fort Lee Education Association (FLEA) Collective Bargaining Agreements for the 2023-2024 school year, pending agreement of salary guides**, for the following staff members:

EMP#	LAST NAME	FIRST NAME	LOC	JOB TITLE	UPC	FTE	STEP	SALARY GUIDE	BASE SALARY	HEAD SEC	TOTAL SALARY
7359	AYALA	ALEJANDRA	05	ADMIN ASST	06-9300-01	1	4	12 MTH SEC. SECRETARY	56,514.00		56,514.00
7361	DATO	CHRISTINE	HS	ADMIN ASST	07-9300-09	1	5	12 MTH SEC. SECRETARY	59,014.00		59,014.00

11P

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the placement of the following **Internships, Student Teachers or Practicum Candidates during the 2023-2024 school year:**

INTERNSHIPS/STUDENT TEACHERS/PRACTICUM CANDIDATES							
Referring University	Student Name	Type of Placement	Subject Area	Duration	Months From-To	School Placed	Cooperating Staff Member
American College of Education	Cecilia Kim	Clinical Practicum	Master's of Nursing in Education	150 Hrs/ 10 Wks.	8/21/2023-10/29/2023	High School	Nateka Brewton

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 Read Policies/Regs 5-22-2023***

Policy/Reg No.	Topic
P 0163	Quorum (Revised)
P 1511	Board of Education Website Accessibility (M) (Revised)
P 2415	Every Student Succeeds Act (M) (Revised)
P & R 2432	School Sponsored Publications (Abolished)
P & R 5513	Care of School Property (M) (Revised)
P 5517	School District Issued Student Identification Cards (M) (Revised)
P 5722	Student Journalism (M) (New)

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: Policies 5-22-2023***

Policy/Reg No.	Topic
P 6115.01	Federal Awards/Funds Internal Controls-Allowability of Costs (M) (New)
P 6115.02	Federal Awards/Funds Internal Controls-Mandatory Disclosures (M) (New)
P 6115.03	Federal Awards/Funds Internal Controls-Conflict of Interest (M) (Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M) (Revised)

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

RESPECTFULLY SUBMITTED,

Dina Messery

Dina Messery
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

DM/toc
Attachments
5-22-23