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, February 5, 2024

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/85213928517

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 11, 2024 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.

<u>MOTION TO RECONVENE PUBLIC SESSION</u> - Immediately following Executive Session – Approximately 7:30 p.m.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

- HIB Report
- Fire and Security Drills January 2024
- Student Safety Data System (SSDS) Reporting Period 1 for 2023-2024
- Patriot's Pen & Voice of Democracy Essay Competition-Student Recognition
- Audit Presentation

COMMITTEE REPORTS

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

<u>PUBLIC COMMENT - COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA OR ANY OTHER TOPIC</u>

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. If warranted, a response will be given after the three minutes.
- 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

4B

BOAR	<u>D</u>							
1B	THEREFORE BE IT following minutes:	THEREFORE BE IT RESOLVED , that the Fort Lee Board of Education, approves the following minutes :						
		ess Meeting Minutive Meeting M	nutes linutes	January 16, January 16,				
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 Borecommendations with				Superintendent's			
	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:							
	 The nature of the investigation; Whether the District found evidence of HIB; Whether discipline was imposed; Whether services were provided to address the incident of HIB. 							
3B	THEREFORE BE IT participation of Boa							
		BOARD			AMOUNT PER			

participation of Board Members for Workshops as outlined below:						
WORKSHOP	BOARD MEMBER(s)	DATE	PLACE	AMOUNT PER PERSON		
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WORKSHOP	MEMBER(s)	DATE	PLACE	PERSON
Bergen County SBA Virtual Meeting-How to build relationships in a hostile environment	Kristen Richter Paula Colbath Kim Curry Holly Morell	2/6/2024	Virtual	None
Women's Leadership: Connection, Balance, and Inspiration	Paula Colbath	4/19/2024	Mercer County College, Princeton Junction, NJ	\$99.00

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 2023-2024 school year. Attachment: <u>UNIFORM MOA 23-24</u>

BUILDINGS & GROUNDS

1B&G

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, approves the School Facilities Project and Section 15 Grant Agreement:

Authorizing execution and delivery of the Grant Agreement

Lewis F. Cole Middle School

Project Description: HVAC System upgrades

DOE Project #: 1550-100-23-R501 SDA Project #: 1550-100-23-G5FY

Grant #: G5-6558

2B&G

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, approves the Delegation of Authority to School Business Administrator for supervision of the School Facilities Project:

Lewis F. Cole Middle School

Project Description: HVAC System upgrades

DOE Project #: 1550-100-23-R501 SDA Project #: 1550-100-23-G5FY

Grant #: G5-6558

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:* 2024-02-05 CLASS TRIPS

2CUR

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 2023-2024 school year:

OUT-OF-DISTRICT PLACEMENTS						
Student	Placement	Dates	Tuition/Costs			
#1365691158	Leonia Public Schools Anna C. Scott Leonia, NJ 07605	1/2/2024- 6/30/2024	Annual tuition cost of \$38,997.00, prorated to \$23,831.50 (110 days @ \$216.65 per diem). 1:1 Aide, \$32,231.00 prorated to \$16,653.51 (93 days @\$179.07 per diem). Transportation cost prorated to \$30,690.00 (110 days @ \$279.00 per diem).			

3CUR	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the Program of Studies for 2024-2025. Attachment: PROGRAM OF STUDIES 24-25							
4CUR	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves Dr. Michael DiBartolomeo to provide a remote College Search and Admissions Process presentation for parents/guardians of high school students. There is no cost for the presentation. Attachment: COLLEGE SEARCH & ADMISSIONS PROCESS PRESENTATION							
5CUR	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the Lindsey Meyer Teen Institute (LMTI) to provide a one hour virtual training for all of the new teachers focused on positive engagement with students at a cost of \$250.00, paid using account #11-000-221-320-00-000. Attachment: LMTI PROPOSAL							
FINANC	<u>E</u>							
1F	recommend current bi	dation of the Supe	rintendent, appr ount of \$3,014,	Fort Lee Board of Edroves the payment of the 588.34 for February 5, 2	claims on the			
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 \$142,756.56 for February 5, 2024 checks. Attachment: 2024-02-05 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 \$6,324.00 for February 5, 2024 checks. Attachment: 2024-02-05 ATHLETIC BILLS LIST							
4F	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following items for disposal/recycling:							
		Serial Number	Location	Description				
		#01566	School #2	Everett Baby Grand Piano - old and not repairable				
		#01572	School #2	30 in. TV - old and not repairable				
5F	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, hereby accepts the Audit Report for the year ending June 30, 2023, as prepared by Wielkotz and Company, LLC., Certified Public Accountants. Attachment: AUDIT SYNOPSIS 6-30-2023							

6F	WHEREAS, the Audit Report for the year ending June 30, 2023 as prepared by Wielkotz & Company, LLP, Certified Public Accountants,
	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. <i>Attachment:</i> <u>AUDIT CAP FY23</u>
7F	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves Grant Specialties to provide School Violence Prevention Program grant development, writing, budget proposal, letters of support, MOU templates and Grants.gov/JustGrants portal management for the U.S. Dept of Justice COPS School Violence Prevention program grant, at a cost of \$2,000.00. Attachment: Contract SVPP Grant 2024
8F	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the submission of the application for the NJ DOE High Impact Tutoring Grant.
9F	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the submission of an application for the NJ DEP Electronic School Bus Grant Program.
PERSO	<u>DNNEL</u>
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: 2024-02-05 STAFF TRIPS
2P	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the retirement of Joseph Picone, as a Teacher of Music at School Fort Lee High School, after dedicating 26 years of service to the district, effective July 1, 2024.
3P	THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the retirement of Harry Welte, as a Teacher of Music at School Fort Lee High School, after dedicating 43 years of service to the district, effective July 1, 2024.

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

RESIGNATIONS							
Employee	Location	Effective Date					
Michaela Kowalski	PT Paraprofessional	S3	Declined Position				
Rachel Ventrella	Teacher	S4	7/1/2024				

Effective date indicates first day off payroll

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:

<u>APPOINTMENTS</u>							
First Name	Last Name	Position	Loc	Position Control #	Annual Salary Prorated	Rationale	Effective Date
Sharon	Cua Lee	Paraprofessional 2:1 Resource Grade 4	S4	9151-090-1213-01	\$25,079.00 (.83) 1/Deg	Resignation	2/20/2024 or sooner
Lucia	Nunez	Paraprofessional 1:1 ASD GR 2-4	S2	9101-070-217-11	\$21,783.00 (.83) 1/ND	Resignation	2/20/2024 or sooner
Christina	Perla	Learning Disabilities Consultant Teacher	LFCMS	3118-100-219-01	\$117,652.00 17/MA+60	Resignation	4/8/2024
Jocelyn	Reinoso	Paraprofessional S-LLD - 1:1	S3	9101-080-1205-03	\$25,079.00 (.83) 1/Deg	Retirement	3/1/2024

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following additional **staff transfers** during the 2023-2024 school year.

<u>TRANSFERS</u>								
Name	From Location	From Position	To Location	To Position	Salary Change	Effective Date		
Beverly Schlobach	СО	Registrar	CST	Administrative Assistant	\$66,514.00 prorated (Step 8)	3/1/24		
Joseph Cappellini	LFCMS	Custodian	S2	Custodian	N/A	2/6/24		
John Drejaj	S2	Custodian	LFCMS	Custodian	N/A	2/6/24		
Aben Lee	S3	Registered Nurse	S3	School Nurse	N/A	2/6/24		
Kathleen Pastena	S 3	Paraprofessional S-LLD 1:1	S1	Paraprofessional 3:1 Resource Grade 4	N/A	2/6/24		

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

<u>LEAVES OF ABSENCES</u>								
Name	Position	Loc	Type	New or Amend	Paid Leave	Unpaid Leave with benefits	Unpaid Leave No Benefits	Returr Date
Georges Barretto-Sierra	Bus Driver	со	Medical	Amend	12/16/23 - 1/12/23	1/13/24 - 2/9/24	N/A	2/12/24
Lauren Carney	Speech Specialist	S1	Maternity	Amend	5/31/23 - 6/21/23	N/A	9/1/23 - 4/12/24	4/15/24
Kristin Cassavell	Grade 5 Math/Science Teacher	IS	FMLA	Amend	11/13/23 - 1/1/24	1/2/24 - 3/28/24	N/A	3/29/24
Mishell Chung	Grade 3 Teacher	S3	Maternity	Amend	1/19/24 - 2/5/24	2/6/24 - 6/2/24	N/A	6/3/24
Kathryn Drumgoole	Director of School Counseling	HS	Maternity	New	4/18/24 - 5/10/24	5/13/24 - 7/11/24	N/A	7/12/24
Jacqueline McCabe	Grade 4	S4	Maternity	Amend	2/26/24 - 4/19/24	4/22/24 - 6/30/24	N/A	9/1/24
Teny Ravul	Biology Teacher	HS	Maternity	New	N/A	9/1/24 - 2/28/25	N/A	3/3/25
Cean Spahn	Media Specialist	MS	Medical	New	1/11/24 - 1/26/24	N/A	N/A	1/29/24
#6953	Paraprofessional	MS	Admin	Amend	N/A	N/A	N/A	2/6/24

10P

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **leave replacements** during the 2023-2024 school year, as outlined below:

	LEAVE REPLACEMENTS						
Name	Grade/ Subject	Loc	Salary	Effective Dates	Reason for opening		
Andrea Nunez	Grade 2	S2	\$59,875.00 prorated	2/7/24 - 6/30/24	Clara Walden		
Sara Rho	Grade 4	S2	\$59,875.00 prorated	3/11/24 - 6/30/24	Jane Mun		
Sara Rho	Grade 5	IS	\$59,875.00 prorated	11/29/23 - 3/8/24	Kristen Cassavell		
Su Bin Sin	Grade 3	S4	\$59,875.00 prorated	3/27/24 - 6/30/24	Giana lafelice		

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 2023-2024 school year:

SUBSTITUTES

Margaret Conway - Substitute Nurse Rosemary Picinic - Substitute Teacher Ethan Cheung - Substitute Teacher Josephine Caputo - Substitute Teacher

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of unused vacation days for Roberto Reyes, Custodian, in the amount of \$3,141.89, based upon 3 days at a per diem rate of \$273.94 for the 2022-2023 school year and 8.33 days at a per diem rate of \$278.52 for the 2023-2024 school year. (12/1/23 retirement)

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 2023-2024 school year:

6th Period Stipends				
Lewis F. Cole Middle School				
First Name	Last Name	Department		
Inne	Cho	World History - starting 1/17/24		

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the additional athletic officials for the 2023-2024 school year:

James Sullivan Connor Hughes Joseph Padovano Loai Hamdeh Michael Schroback

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following staff members for District sponsored After-School Extra Curricular Activities during the 2023-2024 school year, based upon IEPs, on an as needed basis:

<u>Names</u>	<u>Assignment</u>	Extra Compensation	Account #	
Manal Hajmahoud	Extracurricular Paraprofessional for After-School Activities	\$30.00 per hour	11-401-100-100-00-000	

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of an additional Home Instructor for the 2023-2024 school year as follows:

Additional Home Instructor 2023-2024				
Name	Certification Area(s)	Rate		
Rachel Healy	Teacher - Special Education	\$45.00 per hour		

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following staff members to provide support for the Sylvan After School Tutoring Program. To be paid out of ARP ESSER funds, account 20-487-200-100-00-000.

Name	Position	Effective Date	Rate	Max. hours/ Compensation
Caryn Gilbert	Paraprofessional	1/16/24 to 6/13/2024	\$30.00 per hour	80 hours / \$2,400.00
Sanjeeta Jain	Paraprofessional	1/25/24 to 6/13/24	\$30.00 per hour	57 hours/ \$1,700.00

- THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the salary adjustment for Mariela Sanchez, a Custodian at School No 2, to include the \$350.00 Black Seal stipend, to be prorated as of November 20, 2023.
- 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 (bus drivers, teachers, nurses, coaches 5 classes 3 hours each) at the hourly rate of \$45.00, not to exceed \$675.00.
- 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
Fordham University	Monica Belous	Clinical Practicum	School Psychology	120 hours	2/6/2024- 5/18/2024	High School	Reina Proto
Columbia University	Xiaoman Chen	Student Teacher I	Mathematics	150 hours	2/6/2024- 5/15/2024	Middle School	Alexandra Scheiman

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

RESPECTFULLY SUBMITTED,

Dina Messery

Dina Messery
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

DM/is Attachments 02-05-24