

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

MINUTES

**PUBLIC BUSINESS MEETING
JUNE 5, 2017
FORT LEE HIGH SCHOOL MEDIA CENTER
6:30 P.M.**

CALL TO ORDER BY THE PRESIDENT

The meeting was called to order at 6:35 p.m. by Mr. Sarnoff.

FLAG SALUTE

The Flag Salute was led by Mr. Surace.

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 June 1, 2017 and posted in the entrance hall of the Board Office, 2175 Lemoine Avenue; published in the Board's designated online media outlet/newspapers: The Record, The Star Ledger, Gold Coast Life; 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 will be broadcasted on local TV and the district's website at a future date.

ROLL CALL

Present: Mrs. Paula Colbath (*arrived at 6:51 p.m.*), Mrs. Holly Morell, Mr. Anthony Papavasiliou, Mrs. Candace Romba, Mr. Michael Rubino (*arrived at 6:39 p.m.*), Mr. Joseph Surace, Mr. David Sarnoff

Absent: Mrs. Esther Han Silver, Mr. Michael Osso

Also Present: Mr. Kenneth Rota, Ms. Haquisha Taylor, Dr. Sharon Amato, Dennis McKeever, Esq. (*arrived at 8:01 p.m.*), Kathleen Nestor, Esq., Julia Huang, Student Representative

EXECUTIVE SESSION #1

MOTION by Mr. Papavasiliou, seconded by Mrs. Morell, at 6:36 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 5-0.

The Board reconvened into the Public Meeting at 7:30 p.m.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota reported that there were three HIB investigations. Two were founded.

COMMITTEE REPORTS

Mrs. Morell shared that the Sick Day Bank Committee met to review a sick day bank request that was resolved.

Mr. Sarnoff shared that at the conclusion of public session, the Board will return to Executive Session #2 to discuss personnel matters. No action will be taken.

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. Romba, at 7:51 p.m., to open the floor to the public.

MOTION carried unanimously upon voice vote, 7-0.

Mrs. Angela Bae asked what was done to commemorate Asian Pacific Heritage Month.

Mr. Rota stated that the district staff comes up with school-directed activities and that there is no districtwide program.

Mrs. Bae stated that she has two children in School No. 4 and that a new class was added for her child's 3rd grade class this year. She inquired if there would be an additional 4th grade teacher next year.

Mr. Rota shared the various options he and Principal Ambrosio are reviewing. The worst case scenario is placing incoming kindergarteners into other Fort Lee Elementary Schools.

MOTION by Mrs. Morell, seconded by Mrs. Romba, at 7:55 p.m., to close the floor to the public.

MOTION carried unanimously upon voice vote, 7-0.

PUBLIC WORK SESSION

Mr. Sarnoff announced that item #8F will be TABLED and one item on the bills list will be TABLED.

Mr. Surace inquired about the potential proposal to modify the venue and program schedule for the awards dinners. Mr. Surace also stated that awards dinner participation has gone down as well as the scholarships awarded to our students.

Mr. Rota shared that the FLHS Administration is proposing the change due to (1) the cost of dinner in excess of \$6,000 per dinner; and (2) reduced parent participation.

Mrs. Morell recommends that we continue with the awards dinners. Mrs. Morell also stated that scholarships have been down and we used to have a dedicated staff member to outreach for scholarships.

Mr. Rubino agrees with Mrs. Morell that offsite awards dinners should continue. Students like to get dressed up and be recognized.

Mrs. Romba shared that the Honor Society Awards Dinner in Ridgefield Park is held in the high school auditorium.

Mrs. Colbath recommends dedicating a committee to focusing on outreach to increase our donor base. Mrs. Colbath is in favor of keeping the dinner out of district as opposed to the auditorium, perhaps having the awards dinner at a Fort Lee venue.

Mr. Sarnoff recommends awaiting the actual proposal from the FLHS Administration prior to making a decision.

Mr. Surace suggested that we go back five or six years and see who the donors were and do more outreach to those who have given before.

Mrs. Romba stated that parents have to cover their own cost for the awards dinner and this may be the reason for reduced parent participation. Mrs. Romba asked if the contribution in item #5F is going into the scholarship fund for next year. Mr. Rota responded affirmatively.

Mr. Sarnoff stated that Mr. Christopher Porrino, New Jersey Attorney General, was inducted in the Fort Lee Hall of Fame and gave a generous donation (#5F).

Ms. Huang reported on the following:

- Boys' Spring Track Team are in State Finals;
- Sun Hwang, Golf Team, won Bergen County Golf Championship;
- Robotics Team came in 1st Place at 2017 New York/New Jersey Regional Botball Tournament;
- FL Orchestra performing at High Note Festival on Friday;
- Students preparing for finals;
- Marching Band performed at Memorial Day Parade;
- New Student Council Members;
- One Presidential Scholar going to Washington, D.C.

RESOLUTIONS

BOARD

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

Public Business Meeting Minutes	May 22, 2017
Private Executive Meeting Minutes	May 22, 2017

- 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 authorizes the **Superintendent of Schools to hire staffing between Board Meetings**, subject to and conditioned upon proof of compliance with the provisions of N.J.S.A. 18A:6-7.1b, Criminal History Records Checks.

MOTION by Mrs. Morell, seconded by Mrs. Romba, that the Board of Education approve items #1B through #3B.

MOTION carried upon roll call vote, 6-0-1, for item #1B. Mr. Sarnoff abstained.
MOTION carried unanimously upon roll call vote, 7-0, for items #2B and #3B.

CURRICULUM & INSTRUCTION

1CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **class trips** listed in the attached summary. [See Appendix Page 9](#)

2CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **revised Bilingual/ESL Three-Year Program Plan for the School Years 2017-2020**. [See Appendix Page 10](#)

3CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Intervention & Referral Services (IR&S) Manual** for Fort Lee Public Schools. [See Appendix Page 24](#)

4CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **504 Manual** for Fort Lee Public Schools. [See Appendix Page 62](#)

MOTION by Mrs. Colbath, seconded by Mrs. Romba, that the Board of Education approves items #1CUR through #4CUR.

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

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 of April 2017** 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. [See Appendix Page 73](#)

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**

April 2017. 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. *See Appendix Page 105*

- 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** (~~\$5,521,195.55 less Debee \$624,720.53~~) **\$4,896,475.02** for June 2017 checks. *See Appendix Page 107 [As Amended]*
- 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 list in the amount of \$165,796.64** for May checks.
- 5F THEREFORE BE IT RESOLVED**, that the **Board of Education**, upon recommendation of the Superintendent, accepts the following **donations**:

Item	Amount/ Estimated Value	Donor	On Behalf Of
Check	\$2,000	Christopher S. Porrino Office of the Attorney General	FLHS Scholarship Fund
Lab equipment and supplies (microscope and voltmeters)	\$500	Ludwik Kowalski 5 Horizon Road Fort Lee, NJ	FLHS
Visa Gift Cards (additional \$200)	\$200	Yellow Folder 1617 W. Crosby Road, Suite 100 Carrolton, TX 75006	Fort Lee Board of Education
TOTAL VALUE	\$2,700		

- 6F **THEREFORE BE IT RESOLVED**, that the Board of Education, upon recommendation of the Superintendent, approves **renewing the agreements/contracts** of the following for the Fort Lee School District's 2017-2018 school year. [See Appendix Page 124](#)

BAYADA HOME HEALTH CARE, INC.
BERGEN COUNTY SPECIAL SERVICES 192/193 Service Agreement for Non Public Schools
CARE PLUS NJ, INC.
EPIC HEALTH SERVICES
É2E EXCHANGE (FORMERLY E-RATE EXCHANGE)
FOLLETT SOFTWARE COMPANY FOR DESTINY DISTRICT MEMBER LIBRARY CATALOG MANAGEMENT SYSTEM AND TITLEPEEK ONLINE SERVICE
FRONTLINE TECHNOLOGIES GROUP (AESOP, VERITIME, APPLITRACK, & IEP DIRECT) AGREEMENTS
GENESIS EDUCATIONAL SERVICES
HIBSTER
HOLY NAME MEDICAL CENTER
LEXIS NEXIS
NAVIANCE
PAY SCHOOLS (CAFETERIA SOFTWARE/HARDWARE MAINTENANCE SERVICES)
SCHOOL DUDE SYSTEMS/MAINTENANCE, AND IT MANAGEMENT SYSTEM
STRAUSS ESMAY
SYSTEMS 3000
WEST INTERACTIVE SERVICES CORPORATION (SCHOOL MESSENGER) INSTANT ALERT SYSTEM

- 7F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves a **Parent Transportation Agreement** for student ID #9900068 whose name is on file in Central Office in the amount of **\$1,400.00** as per the State of New Jersey Aid in Lieu Rate, contingent upon required paperwork, for the 2016-2017 school year.

- 8F**
TABLED **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **reimbursement to the parents of Student ID #9900009 for the program costs for the Summer 2017 ESY Program**, at a cost to the District not to exceed **\$9,272**.

MOTION by Mr. Surace, seconded by Mrs. Morell, that the Board of Education approves items #1F through #7F (minus Dobco bill list item #3F).

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. [See Appendix Page 225](#)
- 2P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **accepts, with regret, the retirement of Vita Ortizio as a Secretary at Lewis F. Cole Middle School**, after dedicating 25 years of service to the district, effective January 1, 2018.
- 3P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **transfer of a Staff Member for the 2017-2018 school year**, effective September 1, 2017, as outlined below:

Name	Transfer From		Transfer To	
Erin Powers	5-8 Grade Science	Lewis F. Cole Middle School	Biology	Fort Lee High School

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

Employee First Name	Last Name	Position	Loc	Type	New or Amended	Paid Leave	Unpaid Leave with benefits	Unpaid Leave No Benefits	Return Date
Tammi	Gil	HR Officer	CO	Medical	New	06/12/17-7/14/17	N/A	N/A	7/17/17
Karen	Simone-Osso	K Teacher	S1	MLR	Amended	04/24/17-6/7/17	6/8/17-6/30/17	N/A	9/1/17

- 5P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of leave replacements** during the 2017-2018 school year, as outlined below:

LEAVE REPLACEMENT						
FIRST NAME	LAST NAME	GRADE/SUBJECT	SCHOOL	Salary	Effective Dates	Reason for opening
Jocelyn	Levine	Kindergarten	S3	The daily rate equal to a BA, Step 1.	(Continuous assignment) Work days: 9/1/17 - 10/13/17	Maternity Leave for Jennifer Andrada

- 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 2016-2017 school year:

Emily Blanco
Marina Iskenderova (Substitute Nurse)
Renee Mattesich

- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the **District Substitutes** for the 2017-2018 school year as indicated on the attached list.

BE IT FURTHER RESOLVED, that these above appointments are subject to and conditioned upon proof of compliance with the provisions of N.J.S.A. 18A:6-7.1b, Criminal History Records Checks for Substitutes. [See Appendix Page 226](#)

- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves rescinding the appointment of **Myar Chan as a Summer Technology Helper for the District Technology Department** previously approved on Resolution No. 28380 dated May 8, 2017.

BE IT FURTHER RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following **Summer Technology Helper for the District Technology Department** at the rate of \$10.00 per hour, effective July 5, 2017 through August 31, 2017, not to exceed 200 hours.

Jeffrey Pacquit

- 9P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the submission of the annual **Statement of Assurance (SOA) for the Comprehensive Equity Plan for the 2017-2018 school year** to the Bergen County Department of Education.
- 10P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **Gabrielle Anconetani, to prepare for and conduct a Parent Literacy Night at School No. 3** for a total not to exceed 6 hours at \$45.00 per hour, utilizing Title I Parental Outreach funds.
- 11P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the **2017 Summer Math Advancement Program Staff**, pending adequate/appropriate enrollment, to be held from July 6, 2017 to August 11, 2017, as indicated below:

Name	Assignment	Hourly Rate	# of Hours Per Day	# of hours not to exceed	Total not to exceed
Marina Iskenderova	Substitute Nurse	\$48.43	6	168	\$8,136.24

- 12P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following high school students as **Custodial Summer 2017 Student Interns** not to exceed 30 hours per week at the rate of \$10.00 per hour, effective July 5, 2017 through August 31, 2017.

**Osdanier Lopez
Zachary Hooton
Sean Hernandez
Marco Herrera
Isaac Herrera
Haesol Bang**

- 13P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the **2017 Extended School Year (ESY) Summer Program additional staffing**, based upon IEP needs and pending adequate/appropriate enrollment, as follows:

First Name	Last Name	Program	# of Hours Not to Exceed	Hourly Rate	Stipend Not to Exceed (Pending Negotiations)
Dawn	Ohrnberger	LLD 5/6	42	\$17.75	\$745.50
Adam	Schussler	OT	72	\$40.02	\$2,881.44
Michelle	Schramm	OT	48	\$74.66	\$3,583.68
Amanda	Sargenti	Speech	72	\$48.43	\$3,486.96
Johanna	Barrabee	Speech	28	\$58.38	\$1,634.64
Christine	Romano	Speech	48	\$80.82	\$3,879.36

BE IT FURTHER RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following as a **Substitute for the 2017 Extended School Year Summer Program**:

Name	Position	Hourly Rate
Caryn Gilbert	Substitute Teacher	\$48.43
Caryn Gilbert	Substitute Aide	\$17.75

- 14P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the additional staffing for the 2017 Summer Employment for the Child Study Team, as outlined below:

Summer 2017 CST Case Management Staffing				
Name	Position	Maximum # of Hours	Hourly Rate of Pay	Total Not to Exceed
Adam Schussler	OT	24	\$40.02	\$960.48

- 15P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the annual rate for **District Physicians** for the 2017-2018 school year.

Physician	Service	Fee
Dr. Jen F. Lee	School Physician/ Football Team Physician	\$16,587 Annual Rate
Dr. Mary Ann Colenda	Medical Director	\$17,970 Annual Rate

- 16P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of non-union staff members for the 2017-2018 school year** as per the attached list. [See Appendix Page TBD](#)

- 17P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Mai Koyo as an ESL Teacher at School No. 4** for the 2017-2018 school year, to be placed at Step 12, Class MA, on the 2015-2016 Teachers' Guide, at an annual salary \$84,030, pending negotiations, effective September 1, 2017.

MOTION by Mrs. Morell, seconded by Mr. Surace, that the Board of Education approves items #1P through #17P.

MOTION carried unanimously upon roll call vote, 7-0, for item #1P and items #3P through #17P. MOTION carried upon roll call vote, 6-1, for item #2P. Mrs. Morell voted no (with love). Mrs. Colbath expressed deep regrets on Ms. Ortizio's retirement.

OLD BUSINESS – None.

NEW BUSINESS

Wednesday night, June 7th, at 7:00 p.m. in FLHS, there will be a joint presentation between Fort Lee Police Department and the FLBOE on Netflix "13 Reasons, Blue Whale and Beyond" - "Parenting in the Digital Age." Mr. Sarnoff thanked Chief Bendul and Mr. Rota for putting this together.

Mr. Sarnoff also thanked FLBOE and Mr. Rota for participation at the Memorial Day Parade as well as the Saddle Brook Marching Band. It was great to honor our veterans. Two students, Gabriella Sun-11th grade and Brian Lee-9th grade, carried the FLBOE banner.

EXECUTIVE SESSION #2

MOTION by Mrs. Morell, seconded by Mr. Surace, at 8:05 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 7-0.

The Board reconvened into the Public Meeting at 8:53 p.m.

ADJOURNMENT

MOTION by Mr. Rubino, seconded by Mrs. Colbath, to adjourn, 8:55 p.m.

MOTION carried upon voice vote, 6-1. Mrs. Morell voted no.

RESPECTFULLY SUBMITTED,

Haquisha Q. Taylor

HAQUISHA Q. TAYLOR
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY