

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

**MINUTES**

**PUBLIC BUSINESS MEETING  
JULY 17, 2017  
FORT LEE HIGH SCHOOL MEDIA CENTER  
6:30 P.M.**

**CALL TO ORDER BY THE PRESIDENT**

The meeting was called to order at 6:38 p.m. by Mr. Sarnoff.

**FLAG SALUTE**

The Flag Salute was led by Mrs. Han Silver.

**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 9, 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 7:47 p.m.*), Mrs. Han Silver, Mrs. Holly Morell, Mr. Michael Osso, Mrs. Candace Romba, Mr. Michael Rubino, Mr. Joseph Surace, Mr. David Sarnoff

**Absent:** Mr. Anthony Papavasiliou

**Also Present:** Mr. Kenneth Rota, Ms. Haquisha Taylor, Dr. Sharon Amato, Dennis McKeever, Esq.

**EXECUTIVE SESSION**

MOTION by Mrs. Romba, seconded by Mr. Rubino, at 6:40 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 7-0.

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

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

Mr. Rota introduced Mr. Bruce Young, President of NJ School Boards Bergen County. Mr. Young finds the opportunity to network with other Board members valuable. NJSBA is planning on a dual meeting with Bergen & Passaic Counties. New Board Member training for Bergen County began. On August 16<sup>th</sup>, there will be Board President and Vice President Training. On March 29, 2018, there will be an Advocacy Meeting. The first day of the NJSBA Convention will be Governance training.

Mr. Rota thanked Mr. Young for meeting with Board.

Mr. Osso would like to see more advocacy with legislators.

Mr. Sarnoff recommends more time to actually engage with legislators at advocacy meetings.

Mr. Rota reported that there were four (4) HIB investigations. One was founded.

Fire and Security Drills were conducted for June 2017.

Mr. Rota reported that the District website has been revised and conducted a demo of the new website.

**COMMITTEE REPORTS**

Negotiations Committee - Mrs. Han Silver reported that the committee and FLEA met without attorneys and/or Union representatives on June 21<sup>st</sup>. We will await the official fact-finding report which will be issued in late August.

Buildings & Grounds Committee – Mr. Osso reported that the middle school foundation was poured and steel is on its way.

**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. Romba, seconded by Mrs. Morell, at 7:56 p.m., to open the floor to the public.

MOTION carried unanimously upon voice vote, 8-0.

None.

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, at 7:56 p.m., to close the floor to the public.

MOTION carried unanimously upon voice vote, 8-0.

**PUBLIC WORK SESSION**

Mrs. Morell reported that she loves the new website and that a lot of good things are happening at Fort Lee Board of Education.

**RESOLUTIONS**

**BOARD**

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

Public Business Meeting Minutes	June 19, 2017
Private Executive Meeting Minutes	June 19, 2017
Special Public Business Meeting Minutes	June 27, 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, approves the completion of Merit Goals for Superintendent Kenneth Rota for the 2016-2017 school year for submission to the Executive County Superintendent.

**Superintendent's Merit Goal Chart**

Type	Goals Statement	%	Dollar Amount
Qualitative #1	The Superintendent will develop an on-line, electronic employee handbook that will serve as the primary resource for Human Resource, Payroll and contractual questions that continually arise in a 500 employee district.	2.5	\$4,187
Qualitative #2	The Superintendent will increase the Fort Lee School District's "on-line" presence by the appropriate use of social media to enhance community relations and communication, and develop a positive presence for the Fort Lee School District.	2.5	\$4,187
Quantitative #2	The Superintendent will audit and evaluate the Special Services Department to determine the effectiveness of existing and new programming. The district's I&RS, 504 and CST Referral process will be revised.	3.3	\$5,577
Quantitative #3	The Superintendent will increase the number of STEM/STEAM related courses available to students at Fort Lee High School and Lewis F. Cole Middle School for the 2017-18 school year.	3.3	\$5,577
	Total	11.6	\$19,528

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

MOTION carried upon roll call vote, 7-0-1, for item #1B for June 19<sup>th</sup> Public and Private Meeting Minutes. Mr. Surace abstained. MOTION carried upon roll call vote, 7-0-1, for item #1B for June 27<sup>th</sup> Special Public Meeting Minutes. Mrs. Han Silver abstained. MOTION carried unanimously upon roll call vote, 8-0, for items #2B and #3B.

**BUILDINGS & GROUNDS**

**1B&G THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent approves the following change order:

<b>CHANGE ORDER SUMMARY SHEET</b>	<b>OWNER</b>	Fort Lee BOE
	<b>ARCHITECT</b>	SSP Architectural Group
	<b>CONTRACTOR</b>	Two Brothers Contracting, Inc.
<b>PROJECT NO. 14-8232</b>	<b>FIELD</b>	Turner Construction Co.

**PROJECT:** Fort Lee Board of Education                      Date: July 7, 2017  
Additions and Alterations at ES #2

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	AMT APPLIED TO ALLOWANCE
Two Brothers Contracting, Inc.	CO-17	PCO 53R1 – Removal of existing tile floor in trash room. PCO 59 – Enclosing exposed steel beams at roof level.	\$5,185.36	\$0.00
Two Brothers Contracting, Inc.	CO-18	PCO 58R1 – Powder coating of exterior railings.	\$4,042.50	\$0.00
TOTAL			\$9,227.86	

**2B&G THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent approves the **submission of the Renewal Application for Temporary Instructional Space for the 2017-2018 school year** to the Bergen County Superintendent of Schools. [See Appendix Page 10](#)

**School No. 4                      Media Center**

**3B&G WHEREAS**, a need still exists to maintain temporary instructional space at the following elementary schools:

**School No. 1                      Rooms 100 and 105**

**WHEREAS**, temporary space was previously approved by the NJDOE.

**NOW, THEREFORE, BE IT RESOLVED**, that the Fort Lee Board of Education authorizes the continued use of **temporary instructional space at the elementary schools** listed above for the 2017-2018 school year.

**4B&G WHEREAS**, a need still exists to maintain alternate method of compliance of Toilet Room facilities at the following elementary schools:

<b>School No. 3</b>	<b>Room No. 111 and 119</b>
<b>School No. 4</b>	<b>Room Nos. 4, 6 and 10</b>

**WHEREAS**, alternate method of compliance of Toilet Room facilities was previously approved by the NJDOE.

**NOW, THEREFORE, BE IT RESOLVED**, that the Fort Lee Board of Education authorizes the continued use of **alternate method of compliance of Toilet Room facilities** at the elementary schools listed above for the 2017-2018 school year.

MOTION by Mrs. Romba, seconded by Mrs. Morell, that the Board of Education approve items #1B&G through #4B&G.

MOTION carried unanimously upon roll call vote, 8-0.

#### **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 12](#)

**2CUR THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attached **District Professional Development Plan and Mentoring Handbook for 2017-2018**. [See Appendix Page 13](#)

MOTION by Mrs. Colbath, seconded by Mrs. Romba, that the Board of Education approve items #1CUR and #2CUR.

MOTION carried unanimously upon roll call vote, 8-0.

#### **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 May 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 80](#)

**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 May 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 116](#)

**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 \$2,080,290.64 for June 2017** checks. [See Appendix Page 118](#)

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 **\$145,222.20** for June 2017 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	\$500.00	Mona Khorozian 6 Crescent Way Fort Lee, NJ 07024	FLHS Academy of Finance Program
John Boss Maple Top Food Prep Table (new)	\$300.00	Helen Altamura 29 Washington Avenue Elmwood Park, NJ 07407	Middle School
Check (Q2 Red Robin Donation)	\$4.77	The Kula Foundation 6600 Peachtree Dunwoody Rd. 600 Embassy Row, Suite 255 Atlanta, GA 30328	School No. 1
<b>TOTAL VALUE</b>	<b>\$804.77</b>		

6F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the submission of the Memorandum of Understanding (MOU) between the New Jersey Department of Human Services (DHS), the Department of the Treasury and the Fort Lee School District (LEA) for Medicaid Administrative Claiming (MAC). [See Appendix Page 138](#)

7F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the Business Administrator/Board Secretary to renew the following transportation contracts with First Student Incorporated, for the 2017-2018 school year as follows:

Route No.	Contract Amount
0001-Athletics	\$48,286.80
0010-Fort Lee Middle School	25,453.80
25DE-Dwight Englewood	23,495.40
<b>Total Contract Amount</b>	<b>\$97,236.00</b>

8F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the annual renewal of the nursing agreement between Catapult Learning, LLC and the Fort Lee Public Schools for the 2017-2018 school year to be funded by non-public state aid. [See Appendix Page 149](#)

9F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attached Memorandum of Agreement for the Bergen County Special Services (BCSS) Suspension Alternative Program (SAP) for the 2017-2018 school year. [See Appendix Page 161](#)

10F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the enrollment of Fort Lee High School as a Member of the New Jersey State Interscholastic Athletic Association (NJSIAA) for the 2017-2018 school year and the payment of dues in the amount of \$2,150.

**11F** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon **Pulled** recommendation of the Superintendent, approves the transfer of ownership of the Temporary Classroom Units (TCUs) to Two Brothers Contracting, Inc. "as is" in exchange for the service of the removal of those TCUs (donation of time, equipment, and labor) from the School No. 2 site.

MOTION by Mr. Surace, seconded by Mrs. Han Silver, that the Board of Education approve items #1F through #10F. Item #11F was pulled.

MOTION carried unanimously upon roll call vote, 8-0, with exception on item #3F. Mr. Surace abstained on Dobco payment.

**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 165](#)

**2P** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the **resignation of Michael Janson as a 1:1 Aide at School No. 1** effective July 1, 2017.

**3P** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the **resignation of Alejandro Escobar as a 1:1 Aide at School No. 1** effective July 10, 2017.

**4P** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Melissa Merrill as an Art Teacher at School No. 4** for the 2017-2018 school year, to be placed at Step 7, Class BA, on the 2015-2016 Teachers' Guide, at an annual salary **\$65,230.00**, pending negotiations, effective September 1, 2017.

**5P** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of additional Aides** for the 2017-2018 school year, as follows:

Appointment of Additional Aides for the 2017-2018 School Year (All Salaries are Prorated and Pending Negotiations)								
First Name	Last Name	Position	Loc	Step	Class	Annual Salary	Effective Date	Reason
Khadija	Bahosse	PT Classroom Aide (.83)	S3	1	Degreed	\$21,019	9/1/17	Transfer of Sean Scully

**6P** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **Heeseong Lim from a Part-Time Two-Fifths to a Part-Time Three-Fifths Korean Teacher at Fort Lee High School** for the 2017-2018 school year, to be placed at **Step 3, Class BA+10, on the 2015-2016 Teachers' Guide, at an annual salary \$31,599**, pending negotiations, effective September 1, 2017.

- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **salary adjustment for the following teaching staff member** for the 2017-2018 school year, effective September 1, 2017.

Name	Loc	From	To	Step	New Salary Pending Negotiations
Angela Papas	MS	MS Science Teacher @ Step 1, BA (previously approved on R#28486 dated 6/19/17)	MS Science Teacher	Step 1, BA+10 due to review of official transcripts	\$57,930.00

- 8P **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 2017-2018 school year:

Karola Adams  
Tiziana Di Firma  
Anne Doherty  
Richard Mooradian

- 9P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Dr. Sharon Amato as the ESSA Coordinator for 2017-2018 school year.**
- 10P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **Joanne Chack for 200 hours of Braille translation** at \$30 per hour for student ID #25070080 during the 2017-2018 school year.
- 11P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **leave**:

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	Amended	06/12/17-7/21/17	N/A	N/A	7/24/17



- 12P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **payment of overnight stipends**, as follows:

Middle School Boston Trip June 7-9, 2017			
Chaperone	Overnight Stipend	# of Days	Total
Elisa Cabrera	\$100.00	2 Days	\$200.00
Steven Choi	\$100.00	2 Days	\$200.00
Dave Fidel	\$100.00	2 Days	\$200.00
Mark Hanley	\$100.00	2 Days	\$200.00
Steve Klapach	\$100.00	2 Days	\$200.00
Brian Larcheveque	\$100.00	2 Days	\$200.00
Kristina Marquez	\$100.00	2 Days	\$200.00
Marjorie O'Connell	\$100.00	2 Days	\$200.00
Nicole Pacciani	\$100.00	2 Days	\$200.00
Donald Picinich	\$100.00	2 Days	\$200.00
Jillian Reicherz	\$100.00	2 Days	\$200.00
Alexandra Scheiman	\$100.00	2 Days	\$200.00
Crystal Vargas	\$100.00	2 Days	\$200.00
Priscilla Yoon	\$100.00	2 Days	\$200.00
Teen PEP May 21-23, 2017			
Kevin Oliver	\$100.00	2 Days	\$200.00
Kelly Horton	\$100.00	2 Days	\$200.00

- 13P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **payment of unused vacation days for the 2016-2017 school year** for administrators as per the attached schedule.

[See Appendix Page 166](#)

- 14P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the hourly rate for **extra compensation for the following district assignment for the 2017-2018 school year**:

Name	District Assignment	Extra Compensation
Technology Personnel	Filming of Public Board Meetings: 7-1-17 to 6-30-18	\$20.00 per hour

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, that the Board of Education approve items #1P through #14P.

MOTION carried unanimously upon roll call vote, 8-0, with exception on item #13P. Mr. Surace abstained on one name.

**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: [Click here for 2017-07-17 #1POL backup](#)

Policy/Reg No.	Topic
P & R 1240	Evaluation of Superintendent (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: [Click here for 2017-07-17 #2POL backup](#)

Policy/Reg No.	Topic
P 1511	Board of Education Website Accessibility
P & R 3126	District Mentoring Program (Revised)
P & R 3221	Evaluation of Teachers (M) (Revised)
P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
P & R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
P & R 3240	Professional Development for Teachers and School Leaders (M) (Revised)
P & R 5610	Suspension (M) (Revised)
P 5620	Expulsion (M) (Revised)
P 8505	Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)
P 8550	Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised)

MOTION by Mrs. Colbath, seconded by Mrs. Morell, that the Board of Education approve items #1POL and #2POL.

MOTION carried unanimously upon roll call vote, 8-0.

**TECHNOLOGY**

- 1T THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education,** upon recommendation of the Superintendent, approves the **recycling of equipment** consisting of old computers, monitors, printers and peripherals, as per the attached. [See Appendix Page 167](#)

MOTION by Mrs. Romba, seconded by Mrs. Morell, that the Board of Education approve item #1T.

MOTION carried unanimously upon roll call vote, 8-0.

**OLD BUSINESS** – None.

**NEW BUSINESS**

Mr. Rota announced that August 1<sup>st</sup> is Fort Lee National Night Out and asked if the Board is interested in reserving a spot for the event.

New website will have a photo gallery to display student artwork. Currently, student artwork is displayed at the Fort Lee Library.

Mr. Rota shared that School 4 roof is damaged. There are visible holes in the original 1911 slate roofing. Rough estimates are \$150,000 to replace and \$50,000 to repair. We may approach this as emergency project which will allow us to get quotes and award versus the 4-8 weeks process of public bidding.

Mr. Rota and Mr. Osso recommend resurrecting the Fort Lee High School Athletic Hall of Fame. Mr. Rafferty will come to next meeting to share his ideas. The Hall of Fame can be Board run or independently run.

Mr. Osso reported that Mr. Michael Turner, a legendary Fort Lee athlete, passed away and recommends we do something to honor him.

Mrs. Morell stated that she and Mrs. Romba recommend the Board, with Mr. Rota's assistance, draft a resolution that would be put forward to the Assembly to "untie" the hands of the Districts as it relates to accepting low bids.

Mrs. Colbath recommends the Board do more research. She's not sure we should seek to amend Statute based on one bad experience.

Mr. Sarnoff congratulated the Fort Lee National Little League, 14 and 12 year-olds, for winning their respective leagues. They played valiantly in the regionals. Fort Lee hasn't won the District title in years. Ten and eight-year olds were semi-finalists.

**ADJOURNMENT**

MOTION by Mrs. Morell, seconded by Mr. Rubino, to adjourn, 8:15 p.m.

MOTION carried unanimously upon voice vote, 8-0.

RESPECTFULLY SUBMITTED,

*Haquisha Q. Taylor*

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**HAQUISHA Q. TAYLOR**  
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY