

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

MINUTES

**PUBLIC BUSINESS MEETING
MAY 21, 2018
FORT LEE SCHOOL NO. 4 ALL PURPOSE ROOM
6:30 P.M.**

CALL TO ORDER BY THE PRESIDENT

The meeting was called to order at 6:30 p.m. by Mrs. Romba.

FLAG SALUTE

The Flag Salute was led by Mr. Rubino.

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 April 6, 2018 and posted in the entrance hall of the Board Office, 2175 Lemoine Avenue; published in the Board's designated online media outlet/newspaper: The Record; 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: Ms. Elisa Cho, Mrs. Paula Colbath, Mr. Ralph DiMeglio (6:38 p.m.), Mrs. Esther Han Silver, Mrs. Holly Morell, Mr. Michael Rubino, Mr. David Sarnoff, Mrs. Lauran Tuck, Mrs. Candace Romba

Also Present: Mr. Kenneth Rota, Dr. Sharon Amato, Ms. Haquisha Taylor, Kathleen Nestor, Esq.

EXECUTIVE SESSION

MOTION by Mrs. Morell, seconded by Ms. Cho, at 6:33 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 8-0.

The Board reconvened into the Public Meeting at 7:36 p.m.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota reported that there were thirteen (13) investigations; three (3) were founded.

Fire and Security Drills for the month of April were conducted.

Dr. Amato spoke about mindfulness. Research has shown that meditation is one way to assist with restlessness, focus and introduces two (2) resolutions on tonight's agenda. Headspace is an app – guided meditations – to support psychologically. Thanks to Mrs. Tuck for recommending.

COMMITTEE REPORTS

Delegates Assembly – bi-annual meeting of delegates from each district. Mrs. Morell stated that one resolution discussed was about security. NJSBA recommends what was passed. Several densely populated districts; spirited/lively debate resolution to lobby political officials to make our school safer.

PUBLIC SESSION

Board Retreat on Sunday. This is useful to all.

HEARING OF CITIZENS - QUESTIONS AND COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA AND ANY OTHER TOPIC OF CONCERN

MOTION by Mr. Sarnoff, seconded by Mrs. Colbath, to open the floor to the public, 7:43 p.m.

MOTION carried unanimously upon voice vote, 9-0.

Mr. Sunik, School 4 Parent, we are switching security services. Mr. Tony is the security guard at School 4. Do what you have to do to keep Mr. Tony at this school. He knows everyone's name.

Mr. Rota and Mrs. Romba thanked Mr. Sunik for his input.

Mr. Graulich, School 4 Parent, his son is a kindergartener. He was taught that Rule 1 is to be a good listener. Mr. Tony is more than a security guard. He is family at School 4. Please consider this.

Ms. Paterson stated that nothing is more important than security. Please do everything possible to keep Mr. Tony.

Ms. Colate stated that Mr. Tony is not only a security guard. He speaks other languages; he goes out to the parent socials; it would devastate the school not having Mr. Tony.

Ms. Ko-Tang thanked the Board for the progress made. Plan to rent A/C. units; grateful for. Security guard changed 10 times at School 3. Security guard is loved.

Mrs. Romba thanked Ms. Ko-Tang and stated that this is much appreciated.

Mr. Rota stated that we are very lucky to have Mr. Tony. Some do an exceptional job.

MOTION by Mr. Sarnoff, seconded by Mrs. Morell, to close the floor to the public, 8:00 p.m.

MOTION carried unanimously upon voice vote, 9-0.

RESOLUTIONS

BOARD

- 1B 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.

- 2B THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, approves the **attendance and travel expenditures for administration and board members to attend the New Jersey School Boards Annual Workshop** not to exceed \$1,000 per attendee (as per the GSA maximums):

Attendees	Workshop	Date
Nine Board Members	NJSBA Annual Workshop	October 22 – October 25, 2018
Up to Four Administrators	NJSBA Annual Workshop	October 22 – October 25, 2018

- 3B THEREFORE, BE IT RESOLVED** that the Fort Lee Board of Education **appoints the law firm of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC as Board Attorneys for the period July 1, 2018 through December 31, 2018**. The Board President and the Board Secretary are hereby authorized to execute the agreement and any and all other documents necessary to effectuate the terms of this resolution. [See Appendix Page 9](#)

- 4B THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education approves the canceling of the **Public Business Meeting** scheduled for **Monday, October 22, 2018**, due to the conflicting commencement date of the New Jersey School Boards Convention.

MOTION by Mrs. Morell, seconded by Mr. Sarnoff, that the Fort Lee Board of Education approves item #1B through #4B.

MOTION carried unanimously upon roll call vote, 9-0, for items #1B and #2B. MOTION carried upon roll call vote, 8-0-1, for item #3B; Mrs. Han Silver abstained.

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 11](#)
- 2CUR THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Memorandum of Understanding between Fort Lee Public Schools for Pure Edge, Inc.** for district-wide health and wellness professional development training of staff, effective May 1, 2018 through June 30, 2019, at no cost to the district. [See Appendix Page 12](#)
- 3CUR THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Memorandum of Understanding between Headspace, Inc. and the Fort Lee Board of Education** for the Provision of Subscription donations for use of the mindfulness App for students and staff for improvement of health and wellness, effective May 1, 2018 through June 30, 2019, at no cost to the district. [See Appendix Page 14](#)
- 4CUR THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **following additional out-of-district placement for the 2017-2018 school year**:

Student	Placement	Dates	Tuition/Costs
#3499035549	Bergen Boulevard School Ridgefield Public Schools Ridgefield, NJ	5/1/18 – June 2018	Tuition cost prorated to \$10,451.00 for 37 days @ \$282.46 per diem. Occupational Therapy 2 sessions per week @ \$90.00 = \$1,440.00. Personal Aide 4.5 hours daily @ \$21.75 per hour = \$3,621.38. Transportation cost of \$45.00 per day for 37 days = \$1,665.00.
#24060058	Sage Day School Mahwah, NJ	4/23/18 – June 2018	Tuition cost prorated to \$12,616.50 for 39 days @ \$323.50 per diem. Transportation cost of \$70.05 per day for 39 days = \$2,731.95.

MOTION by Ms. Cho, seconded by Mrs. Morell, that the Fort Lee Board of Education approves item #1CUR through #4CUR.

MOTION carried unanimously upon roll call vote, 9-0.

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 ending March 2018** 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 39](#)
- 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 2018**. 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 83](#)

- 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 **\$780,330.68 for May 2018 checks.** *See Appendix Page 17*
- 4F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Schedule of Local Tax Levy** for the **2018-2019 school year in the amount of \$66,928,534.00.** *See Appendix Page 35*
- 5F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **Brown & Brown Benefit Advisors as the Broker of Record for Health Insurance (Medical, Prescription, Dental and Vision)**, for the 2018-2019 school year as follows:

	Commission Rate
Medical/Prescription SEHBP	\$30,000 Consulting Fee
Dental Delta Dental of NJ, Inc.	10% first \$5,000; 4% next \$95,000; 3% thereafter
Vision VSP Vision Care (VSP)	10% first \$5,000; 5% next \$5,000; 3.56% next \$10,000; 3% next \$10,000; 2.31% next \$20,000; 1.44% thereafter

- 6F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **renewal of dental and vision benefits** as per the following:

Provider	Type	Years	Renewal Terms
Delta Dental	Dental	2018-2019 2019-2020	2.5% Increase for 2018-2019 0% Increase for 2019-2020
VSP	Vision	2018-2019 2019-2020	4.8% Increase for 2018-2019 0% Increase for 2019-2020

- 7F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **renewal of the participation in the following joint insurance fund** from July 1, 2018 through June 30, 2019:

South Bergen Workers' Compensation Fund

BE IT FURTHER RESOLVED, that the School Business Administrator be authorized to serve as a trustee.

- 8F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **amended** fourth renewal of the food service contract with The Pomptonian (FSMC). This resolution supersedes Resolution No. 28960 dated April 2, 2018.

BE IT FURTHER RESOLVED, that the FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.1838 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA [School Food Authority] guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.1838 will be multiplied by total meals.

The FSMC guarantees the SFA a minimum profit of seventy-five thousand dollars (\$75,000.00) for school year 2018-2019.

NOW THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the following **breakfast and lunch prices for the 2018-2019 school year**.

Elementary Breakfast Paid	\$1.75	Elementary Breakfast Reduced	.30
Elementary Lunch Paid	\$2.85	Elementary Lunch Reduced	.40
Middle School Breakfast Paid	\$1.75	Middle School Breakfast Reduced	.30
Middle School Lunch Paid	\$2.85	Middle School Lunch Reduced	.40
High School Breakfast Paid	\$1.80	High School Breakfast Reduced	.30
High School Lunch Paid	\$2.85	High School Lunch Reduced	.40
Faculty Lunch	\$3.85		

- 9F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of **tuition reimbursement to Jaime Murphy** totaling \$1,092.00 for completion of college courses during the 2017-2018 school year.

- 10F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **termination of the Contract with Motivated Security**, effective June 17, 2018.

MOTION by Mr. DiMeglio, seconded by Mr. Sarnoff, that the Fort Lee Board of Education approves item #1F through #10F.

MOTION carried unanimously upon roll call vote, 9-0, for items #1F through #10F with exception. Mrs. Colbath abstained on two (2) items in #3F – the Dobco and SSP payments.

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 36](#)
- 2P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the **resignation of Joanne Bakas as an Elementary Teacher at School No. 3**, effective July 1, 2018.
- 3P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the **resignation of Raffaella Bavaro as an Aide at School No. 2**, effective August 2, 2018.
- 4P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the **resignation of Irene Miroshnik as an Occupational Therapist for the Child Study Team**, effective July 1, 2018.
- 5P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Kellie Lane as a Mathematics Teacher at Fort Lee High School** for the 2018-2019 school year, to be placed at Step 1, Class BA, on the 2018-2019 Teachers' Guide, at an annual salary of \$56,030, effective September 1, 2018.
- 6P **THEREFORE BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves the following **leaves**:

First Name	Last Name	Position	Loc	Type	New or Amended	Paid Leave	Unpaid Leave with benefits	Unpaid Leave No Benefits	Return Date
Lisandra	Hernandez	Music Teacher	S1	Medical	New	5/21/18-6/1/18	N/A	N/A	6/4/18
Diana	Ladd	Spec Ed History Teacher	HS	Maternity	New	N/A	9/1/18-11/4/18	N/A	11/7/18
Jaritza	Rojas	Spec Ed Teacher	S2	Maternity	Amended	4/26/18-5/16/18	5/17/18-6/30/18	N/A	9/1/18

- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the **2018 Extended School Year Summer Program Staff**, based upon IEP needs and pending adequate/appropriate enrollment, as indicated on the attached list. [See Appendix Page 37](#)
- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **2018 Summer Employment of Joanne Chack for 80 hours of Braille translation** at \$30 per hour for student ID #25070080.

- 9P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of the 2018 Extended School Year (ESY) Summer Program Related Service Providers staffing**, based upon IEP needs and pending adequate/appropriate enrollment, as follows:

First Name	Last Name	Position	# of Hours Not to Exceed	Hourly Rate	Stipend Not to Exceed
Johanna	Barrabee	Speech	32	\$63.74	\$2,039.54
Christine	Romano	Speech	48	\$81.54	\$3,913.78
Michelle	Schramm	OT	48	\$75.38	\$3,618.14
Amanda	Sargenti	Speech	64	\$45.52	\$2,913.37
Adam	Schussler	OT	48	\$45.00	\$2,160.00

- 10P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **2018 Summer Employment of Child Study Team** staff members, as outlined below:

Summer 2018 CST Case Management Staff					
First Name	Last Name	Position	# of Hours Not to Exceed	Hourly Rate	Stipend Not to Exceed
Ada	Acosta	General Ed Teacher	7	\$45.00	\$315.00
Gabrielle	Anconetani	General Ed Teacher	3	\$45.00	\$135.00
Johanna	Barrabee	Speech	24	\$63.74	\$1,529.76
Daniel	Bialik	Psychologist	42	\$72.16	\$3,030.90
Stephanie	Borgono	Social Worker	42	\$52.45	\$2,202.90
Lorraine	Bortnick	Psychologist	42	\$61.45	\$2,580.90
Rachel	Cola	Psychologist	42	\$57.31	\$2,406.90
Christopher	DellaFave	General Ed Teacher	5	\$45.00	\$225.00
Carmela	DeMaio-Can	LDTC	42	\$49.09	\$2,061.90
Christina	Fitzsimmons	Social Worker	60	\$60.38	\$3,622.71
Rachel	Healy	Special Ed Teacher	15	\$45.00	\$675.00
Karli	Jewett	LDTC	42	\$51.02	\$2,142.90
Gloria	Kim	Psychologist	24	\$43.24	\$1,037.66
Marilyn	Lopez	LDTC	42	\$70.16	\$2,946.90
Christine	Romano	Speech	24	\$81.54	\$1,956.96
Pamela	Rothman	Psychologist	42	\$67.31	\$2,826.90
Michelle	Schramm	OT	24	\$75.38	\$1,809.12
Adam	Schussler	OT	24	\$45.00	\$1,080.00

- 11P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **2018 Summer Employment for the Guidance Department** for the following staff members:

First Name	Last Name	Position	Loc	# of Days Not to Exceed	Daily Rate	Stipend Not to Exceed
Diana	Acosta	School Counselor	HS	6	\$562.83	\$3,376.95
Debbie	Brigida	School Counselor	MS	4	\$580.76	\$2,323.04
Gabrielle	Brown	School Counselor	HS	6	\$318.15	\$1,908.90
Laura	Caddell	School Counselor	HS	6	\$443.65	\$2,661.90
David	Cuozzo	Student Asst Counselor	HS	6	\$376.15	\$2,256.90
Tara	Lawlor	School Counselor	HS	6	\$401.15	\$2,406.90
Luddy	Serulle	School Counselor	HS	6	\$476.15	\$2,856.90
Angela	Waack	School Counselor	MS	4	\$306.65	\$1,226.60

MOTION by Mrs. Morell, seconded by Mr. DiMeglio, that the Fort Lee Board of Education approves item #1P through #11P.

MOTION carried unanimously upon roll call vote, 9-0.

OLD BUSINESS

Mr. Rota reiterates that his offer to visit schools stands.

NEW BUSINESS

Mr. Rota thanked School 4 for hosting meeting and asked the Board to verify which dinners that will be attending. If you are a PTA liaison, please let Mrs. Romba know if you are attending.

Mrs. Han Silver stated that the Middle School and High School musicals were very good.

Mrs. Romba states that Chillers is having a fundraiser through end of May.

EXECUTIVE SESSION #2

MOTION by Mr. Sarnoff, seconded by Mr. Rubino, at 8:09 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

No action will be taken.

ADJOURNMENT

MOTION by Mr. Sarnoff, seconded by Mr. Rubino, to adjourn, 8:34 p.m.

MOTION carried unanimously upon voice vote, 9-0.

RESPECTFULLY SUBMITTED,

Haquisha Q. Taylor

HAQUISHA Q. TAYLOR
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/haa
05-22-2018