

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

MINUTES

**PUBLIC BUSINESS MEETING
JUNE 4, 2018
FORT LEE HIGH SCHOOL MEDIA CENTER
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 Ms. Cho.

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 10, 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 (6:35 p.m.), Mr. Ralph DiMeglio, Mrs. Esther Han Silver, Mrs. Holly Morell (6:34 p.m.), Mr. Michael Rubino, Mr. David Sarnoff, Mrs. Lauran Tuck, Mrs. Candace Romba

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

EXECUTIVE SESSION #1

MOTION by Mr. Sarnoff, seconded by Mrs. Han Silver, at 6:33 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 7-0.

The Board reconvened into the Public Meeting at 7:31 p.m.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota reported that there were five (5) investigations. None were founded.

Mr. Rota encourages all to view the Fort Lee High School Senior artwork displayed here in the Fort Lee High School Media.

COMMITTEE REPORTS

Mr. Sarnoff reported that the B&G Committee met with architects, engineers, and construction managers to discuss the current status of LFCMS project.

Mrs. Morell reported that on May 29th, she attended the first strategic planning meeting with administrators and teachers. Strategic planning is going well.

Mrs. Morell reported that AOF had their last advisory committee meeting for the year. The Advisory Committee discussed various fundraisers. Mrs. Morell sees a lot of good things happening in the AOF Program.

Mrs. Tuck reported that the Communications Committee had their second Coffee & Conversations on May 23rd at Mavi's on Lemoine Avenue. Again, the event was well attended by Community members (~20). There has been positive feedback on the changing venues.

PUBLIC SESSION

Mrs. Morell makes a motion to table agenda item #6P until after today's second Executive Session.

Mrs. Morell requests that resolution item #4F for Class III Officers be amended (see #4F). There was Board consensus to amend.

Mrs. Colbath recommends pulling Policy No. P0155 from agenda item #1POL.

Ms. Cho asks, with regard to item #1B&G, if anything is warrantied and does it include servicing. Ms. Taylor shared that materials and workmanship are warrantied. Further, Ms. Taylor shared that elevator servicing is not included.

Mrs. Han Silver asks about student drug testing and consequences for testing positive. Dr. Amato shared that the code of conduct details consequences other than "loss of parking privileges."

Mrs. Han Silver inquired about parent notifications in policies for school delayed opening or school closing.

Dr. Amato shares that we received \$12,000 this year for ESSA Title IV that we rolled over into Title IA due to the broader flexibility in use of Title IA funding.

Mr. Rota shares the strategic plan process and states that it is based on continuous improvement. Building teams had last meeting today. Other stakeholders will be invited in the fall.

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. Colbath, to open the floor to the public, 7:48 p.m.

MOTION carried unanimously upon voice vote, 9-0.

Ms. Ko-Tang, parent, expressed concern about Class III Officers and asks the Board to share its vision with parents via forums or town halls.

Mr. Rota states that he would be happy to set something up with Chief Bendul in the fall.

Mr. Campoverde, Fort Lee Bus Driver for two years, expressed displeasure at his possible recommendation for non-renewal. Mr. Campoverde asks that the Board reconsider.

Ms. Kriksciun, parent, thanks the Board for short-term HVAC for Schools 1 and 3.

MOTION by Mr. Sarnoff, seconded by Mr. DiMeglio, to close the floor to the public, 7:59 p.m.

MOTION carried unanimously upon voice vote, 9-0.

RESOLUTIONS

BOARD

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

Public Business Meeting Minutes	May 7, 2018
Private Executive Meeting Minutes	May 7, 2018
Board Retreat Minutes	May 20, 2018
Public Business Meeting Minutes	May 21, 2018
Private Executive Meeting Minutes	May 21, 2018

- 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.

MOTION by Mrs. Morell, seconded by Mrs. Tuck, that the Fort Lee Board of Education approve items #1B and #2B.

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

BUILDINGS & GROUNDS

1B&G WHEREAS, a recommendation was made by the Superintendent of Schools to the Fort Lee Board of Education ("Board") to **seek a contract for Elevator Replacement at School No. 2 and School No. 3** (hereinafter "Project"); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

WHEREAS, on Friday, June 1, 2018, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

Bidder	Amount
Elevator Maintenance Corp. (EMCO)	\$170,000
Kencor, Inc.	\$168,000
Slade Elevator	\$209,282
Standard Elevator Corporation	\$153,920

WHEREAS, the lowest bid for the Project was submitted by **Standard Elevator Corporation** whose bid has been reviewed and deemed compliant with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 *et seq.*; and

NOW, THEREFORE BE IT RESOLVED, that the Board hereby **awards the Project to Standard Elevator Corporation** at the amount identified above.

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

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

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 9](#)

2CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Professional Development Plan for the 2018-2019 school year**. [See Appendix Page 10](#)

MOTION by Ms. Cho, seconded by Mrs. Morell, that the Fort Lee Board of Education approve items #1CUR and #2CUR.

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

FINANCE

- 1F **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 \$ \$601,262.70 for June 2018 checks. [See Appendix Page 15](#)
- 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 list in the amount of \$147,590.96 for June 2018 checks. [See Appendix Page 33](#)
- 3F **WHEREAS**, the Fort Lee Board of Education ("Board") has established a Capital Reserve Account pursuant to N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit.

WHEREAS, the Board may use the capital reserve account to implement a capital project in the District's Long-Range Facility Plan (hereinafter referred to as "LRFP") as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay fund to fund the total costs, less any excess costs, of another capital project, which would otherwise be eligible for State support, as determined in accordance with N.J.A.C. 6A:26-3; and

WHEREAS, the Repair of the Masonry Window Jamb Crack at School No. 3 is other capital projects within the scope of the District's LRFP, which would otherwise be eligible for State support.

WHEREAS, the Board intends to transfer \$20,000 from its capital reserve to fund the total cost of the School No. 3 Masonry Window Jamb Crack Repair.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of capital reserve to fund the School No. 3 Masonry Window Jamb Crack Repair.
2. The Board hereby approves the total transfer of \$20,000 for the School No. 3 Masonry Window Jamb Crack Project from the capital reserve account to the capital outlay fund to fund the total costs, less any excess costs, of the School No. 3 Window Jamb Crack Repair.
3. The Board hereby authorizes the Business Administrator/Board Secretary to generate account transfers to effectuate the terms of this Resolution.

This Resolution shall take effect immediately.

- 4F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, with Board approval, authorizes an **agreement between the Fort Lee Board of Education and the Fort Lee Police Department to employ Special Law Enforcement Officers – Class III** to enhance the safety and well-being of the students and staff.

MOTION by Mr. DiMeglio, seconded by Mr. Sarnoff, that the Fort Lee Board of Education approve items #1F through #4F.

MOTION carried unanimously upon roll call vote, 9-0, with exception. Mr. Sarnoff abstained on his name in #1F. Item #4F as amended.

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 34](#)
- 2P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **amended appointment of teaching staff members under the Fort Lee Education Association (FLEA) Collective Bargaining Agreements for the 2018-2019 school year**, as per the attached list. [See Appendix Page TBD](#)
- 3P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of non-affiliated staff members for the 2018-2019 school year** as per the attached list. [See Appendix Page TBD](#)
- 4P 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 2018-2019 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

- 5P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Brittany West as a Biology Teacher at Fort Lee High School** for the 2018-2019 school year, to be placed at Step 2, Class MA+20, on the 2018-2019 Teachers' Guide, at an annual salary of \$61,930, effective September 1, 2018.

MOTION by Mrs. Morell, seconded by Mr. Sarnoff, that the Fort Lee Board of Education approve items #1P through #5P.

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

- 6P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon **Tabled** recommendation of the Superintendent, approves the **appointment of Adam Shrager as a**

Social Studies Teacher at Fort Lee High School for the 2018-2019 school year, to be placed at Step 12, Class BA+20, on the 2018-2019 Teachers' Guide, at an annual salary of \$82,530, effective September 1, 2018. **TABLED in 1st public session**

MOTION by Mrs. Morell, seconded by Mr. Rubino, to Table item #6P.

MOTION carried upon roll call vote, 6-3. Mrs. Han Silver, Mr. Sarnoff and Mrs. Romba voted no.

7P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Dimitra Kotsiotas as an Occupational Therapist for the Child Study Team** for the 2018-2019 school year, to be placed at Step 1, Class MA, on the 2018-2019 Teachers' Guide, at an annual salary of \$59,530, effective September 1, 2018.

8P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **John Brennan as Elementary Principal at School No. 2**, for the 2018-2019 school year, at an annual salary of \$120,000 prorated, effective August 1, 2018.

9P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **transfer of Staff Members for the 2018-2019 school year**, as outlined below:

Assignment Changes for the 2018-2019 School Year						
Name	From Location	From Position	To Location	To Position	Salary Change	Effective Date
Eleni Despotakis	HS	Staff Developer	S4	Grade 2 Teacher	none	9-1-18
Diane DaSilva	S2	Teacher LLD G4-5	S1	Grade 6 Teacher	none	9-1-18
Carlie VanPatten	HS	Teacher English	HS	Teacher English Strategies	None (Move back to Title I account)	9-1-18

10P 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
Hugo	Bortoli	Custodian	S1	Medical	New	5/21/18-6/29/18	N/A	N/A	7/2/18
Jahaira	Francisco	Teacher	MS	Medical	New	6/6/18-6/22/18	N/A	N/A	6/25/18
-	#6416	-	-	Admin	New	5/24/18-6/25/18	N/A	N/A	N/A

- 11P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **leave replacements** during the 2018-2019 school year, as outlined below:

LEAVE REPLACEMENTS						
FIRST NAME	LAST NAME	GRADE/ SUBJECT	SCHOOL	Salary	Effective Dates	Reason for opening
Jennifer	Quesada	Special Ed LLD - K	S2	The daily rate equal to a BA, Step 1.	(Continuous assignment) Work days: 9/1/18 - 6/30/19	Extended Maternity Leave for Courtney Baiardi
Sandra	Tarabokija	Grade 6	S2	The daily rate equal to a BA, Step 1.	(Continuous assignment) Work Days: 9/1/18 to 10/2/18	Extended Maternity Leave for Ashley Rice
Elyssa	Greene	Guidance	S4	The daily rate equal to a BA, Step 1.	(Continuous assignment) Work days: 9/1/18 -1/24/19	Extended Maternity Leave for Andrea Fusco

- 12P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following **Substitute** for the 2017-2018 school year:

Natalie Tripodi

- 13P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the additional appointment of **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
Christina	Ranaudo	LDTC	20	\$57.67	\$1,154

- 14P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following appointments for the **Summer 2018 Marching Band Camp to be held at Timber Lake Camp in Shandaken, New York the week of August 12-17, 2018**, at the rates indicated:

Band Camp Positions		
Position	Name	Stipend
Marching Band Coordinator (Director)	Harry Welte	\$ 800.00
Assistant Band Director	Joseph Picone	\$ 800.00
Color Guard Director	Caitlin Feeney	\$ 800.00
Percussion Instructor	Jonathan Eis-Figueroa*	\$ 500.00
Marching Band Assistant	Bo Kyung Park	\$ 500.00
Marching Band Assistant	Kara Rubino*	\$ 500.00
Marching Band Assistant	Katherine Davisson*	\$ 500.00
Marching Band Assistant	Alexander Weite*	\$ 500.00
Marching Band Assistant	Shealyn Costello*	\$ 500.00
Marching Band Assistant	Kyle Cosman*	\$ 500.00

*Out-of-district

- 15P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Haquisha Q. Taylor as Business Administrator/Board Secretary for 2018-2019 school year**, pending the approval from the Executive County Superintendent of the terms and conditions of the contract of employment.
- 16P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **placement of the following Student Teacher** during the Fall 2018 semester:

Referring University	Student Name	Type of Placement	Subject Area	# Weeks	Months From-To	School Placed	Cooperating Teachers
Felician University	Raffaella Bavaro	Student Teaching	Early Childhood/ TOSD	15 Weeks	9/6/18 – 12/18/18	S 1	Kristen Elefteriou Ann Marie Corcione Kaitlyn Rakas

- 17P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **amended hourly rate for the appointment of the following 2018 Extended School Year (ESY) Summer Program Related Service Providers**, based upon IEP needs and pending adequate/appropriate enrollment, previously approved on Resolution No. 29048 dated May 21, 2018:

First Name	Last Name	Position	# of Hours Not to Exceed	Hourly Rate	Stipend Not to Exceed
Amanda	Sargenti	Speech	64	\$48.43	\$3,099.52
Adam	Schussler	OT	48	\$48.43	\$2,324.64

MOTION by Mrs. Morell, seconded by Mr. DiMeglio, that the Fort Lee Board of Education approve items #7P through #17P.

MOTION carried unanimously upon roll call vote, 9-0, with exception. Mrs. Colbath and Mrs. Morell abstained on one name, Eleni Despotakis, in #9P.

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 and attached hereto:

[Click here for link 2018-06-04 #1POL backup](#)

Policy/Reg No.	Topic
P 0155	Board Committees (Revised) TABLED
P 5512	Harassment, Intimidation, and Bullying (Revised)
R 5512	Harassment, Intimidation, or Bullying Investigation Procedure (Revised)
P & R 5536	Student Random Drug and Alcohol Testing (Revised)
R 8220	School Closings (Revised)

- 2POL THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon the recommendation of the Superintendent, approves the attached **Revised Student Code of Conduct Booklet**. [See Appendix Page 35](#)

MOTION by Mrs. Colbath, seconded by Ms. Cho, that the Fort Lee Board of Education approve items #1POL, as amended, and #2POL.

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

OLD BUSINESS

We are looking at the feasibility of implementing districtwide the Boks before and after school exercise program.

NEW BUSINESS

The Board thanked Mr. Porto for organizing the Memorial Day Parade.

Mrs. Han Silver shared that the Academic & Service Awards Dinner was held a few weeks ago.

Ms. Han Silver thanks civic organizations, community, parents for their generous contributions at the Academic & Service Awards Dinner. A total of \$95,000 in scholarships was given to our graduating seniors.

EXECUTIVE SESSION #2

MOTION by Mr. Sarnoff, seconded by Mrs. Morell, at 8:06 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

PUBLIC SESSION #2

6P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Adam Shrager as a Social Studies Teacher at Fort Lee High School** for the 2018-2019 school year, to be placed at Step 12, Class BA+20, on the 2018-2019 Teachers' Guide, at an annual salary of \$82,530, effective September 1, 2018.

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, to approve item #6P.

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

ADJOURNMENT

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, to adjourn, 8:45 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
06-07-2018