

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

MINUTES

**PUBLIC BUSINESS MEETING
JULY 16, 2018
FORT LEE HIGH SCHOOL MEDIA CENTER
6:45 P.M.**

CALL TO ORDER BY THE PRESIDENT

The meeting was called to order at 6:45 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 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, Mr. Ralph DiMeglio, 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, Dennis McKeever, Esq.

EXECUTIVE SESSION

MOTION by Mrs. Tuck, seconded by Mrs. Morell, at 6:47 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

The Board reconvened into the Public Meeting at 7:39 p.m.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota reported that there were seven (7) investigations. Four (4) were founded.

Fire and Security Drills were conducted for June 2018. School Bus Drills were conducted for Period 2 for the 2017/2018 school year.

Mr. Rota shared that a company, Ericson was going out of business with the office furniture being given away. Mr. Rota thanks the FLHS Administration, especially Mr. Diaz who spearheaded the replacement of FLHS 20-year old teach and classroom chairs and desks with the more updated donated furniture.

COMMITTEE REPORTS

Mrs. Colbath shared that the Policy Committee with Dr. Amato's help is in process of revising select policies that will be presented for first reading at the next Board meeting.

PUBLIC WORK SESSION

Mrs. Tuck inquires if we will start to build funds for the HVAC with the unanticipated State Aid.

Board member and Administration conversation ensued to discuss the best use of the additional State Aid including costs for opening of the Middle School addition, increasing capital reserves, ESIP grants, and unanticipated annual costs.

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. Rubino, to open the floor to the public, 7:57 p.m.

MOTION carried unanimously upon voice vote, 9-0.

None.

MOTION by Mrs. Morell, seconded by Mr. Rubino, to close the floor to the public, 7:57 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 **Pulled** following **minutes**:

Public Business Meeting Minutes	June 18, 2018
Private Executive Meeting Minutes	June 18, 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 Mr. DiMeglio, that the Fort Lee Board of Education approves item #2B.

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

BUILDINGS & GROUNDS

1B&G THEREFORE, BE IT RESOLVED, that the Fort Lee Board of Education authorizes the use of **alternate method of compliance of Toilet Room facilities** at the following elementary school, **for the 2018-2019 school year**:

School No. 2 – Room 212

2B&G THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the execution of a Shared Services Agreement between the Borough of Fort Lee and the Fort Lee Board of Education for the Use of Certain Facilities for Recreational Purposes. [See Appendix Page 11](#)

3B&G THEREFORE, BE IT RESOLVED, that the Fort Lee Board of Education authorizes an **extension of the Construction Management Services Contract with Turner Construction Company relating to Phase II for the addition at Lewis F. Cole Middle School** for a period of four months from August 1, 2018 through November 30, 2018 at a cost not to exceed \$101,320,000.

MOTION by Mr. Sarnoff, seconded by Mrs. Morell, that the Fort Lee Board of Education approve items #1B&G through #3B&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 15](#)

2CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attached proposal submitted by the **Center for Applied Linguistics (CAL) to provide professional development services on the Sheltered Instruction Observation Protocol (SIOP) Model** to the Fort Lee School District, at a total cost not to exceed \$18,720.00, to be charged to Account #11-000-221-320-30-000. [See Appendix Page 16](#)

3CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, under recommendation of the Superintendent, approves the attached **list of Related Services Providers for the 2018-2019 school year**. [See Appendix Page 22](#)

MOTION by Ms. Cho, seconded by Mrs. Morell, that the Fort Lee Board of Education approve items #1CUR through #3CUR.

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 May 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 75](#)

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 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 111](#)

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 \$6,105,781.88** for June 2018 checks. [See Appendix Page 38](#)

4F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **partial payment against Payment Application #18 to Dobco, Inc. in the amount of \$669,130.63**.

- 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
Checks	\$500.00 \$300.00	Patricia Bachmann 7 Bradley Road Andover, MA 01810-5611	S#1 - purchase of a tree and plaque or brick (engraved) in celebration of retirement of Maureen Tropea
Check	\$13,550.00	Deborah Pico ATSYL LLC 1600 Parker Ave., Unit 26D Fort Lee, NJ 07024	S#1 - funding to manufacture a student – designed bench for Fort Lee Community
Chairs	\$306.62	JPAC 2466 Camner Street Fort Lee, NJ 07024	S#3 – 12 elementary chairs for ESL room
TOTAL VALUE	\$14,656.62		

- 6F **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 2018-2019 school year. [See Appendix Page 28](#)
- 7F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Bergen County Directors of Athletics Association Officials' Fees for the 2018-2019 school year only**, as per the attached schedule. [See Appendix Page 32](#)
- 8F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **rate for official fees for carded clock operators at \$50 per game**.
- 9F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the Business Administrator/Board Secretary to utilize transportation services with **TLC/The Learning Center for Exceptional Children in the amount of \$43,000 for ESY and Fall transportation for the 2018-2019 school year**. [See Appendix Page 34](#)
- 10F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **disposal/recycling of equipment**:

Quantity	Description	Location	FLBOE ID#s	Reason
See attached list	Old computers, monitors, printers and peripherals	District	See Appendix Page 35	Aging hardware and attrition/Obsolete
3	Audiometers	S#2	12528 20293 No Tag	Obsolete
1	Blue Case for Audiometer	S#2	11572 & 01549	Obsolete

11F **Walk-In** **WHEREAS**, State Aid for Fort Lee Public Schools was increased by \$232,651 after the approval of the final budget for the 2018-2019 school year.

NOW, THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **authorizes the use of unbudgeted additional State Aid funds for the 2018-2019 school year in the amount of \$232,651** to be appropriated under Line Item #3000 for "Other Salaries for Instruction" in support of school programs.

MOTION by Mr. DiMeglio, seconded by Mr. Sarnoff, that the Fort Lee Board of Education approve items #1F through #11F.

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

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 37](#)

2P **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 2018-2019 school year.**

3P **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 2018-2019 school year.

4P **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 2018-2019 school year:**

Name	District Assignment	Extra Compensation
Technology Personnel	Filming of Public Board Meetings: 7-1-18 to 6-30-19	\$20.00 per hour

5P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **accepts, with regret, the retirement of Marilou Villani, as a 2:1 Aide at School No. 4**, after dedicating 8 years of service to the district, effective July 1, 2018.

- 6P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **accepts the following resignations:**

<u>Resignations</u>			
Employee	Position	Location	Effective Date
Abigail Bergoffen	Science Teacher	FLHS	7-1-18
Stefanie Ciavarella	Teacher Special Education - ASD	S2	7-16-18

- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **appointments for the 2018-2019 school year**, pending verification of employment:

<u>Appointments</u>						
First Name	Last Name	Position	Loc	Position Control #	Annual Salary	Effective Date
Jee Yeon	Kim	Teacher Math Special Education	MS	05-1102-07	\$59,530 Step 1/MA	9-1-18
Jessica	Karoutsos	Teacher Special Education Resource	S1	01-2400-09	\$61,630 Step 4/MA	9-1-18
Nilsa	Benitez	Bookkeeper - Payroll	CO	00-9300-03	\$50,000 (prorated for 2017-2018)	6-27-18
Blanca	Fernandez	Bus Driver	CO	00-9402-03	\$27,010	9-1-18
Carlos	Salazar	Bus Driver	CO	00-9402-01	\$27,010	9-1-18
Noemy	Gonzalez	Bus Driver	CO	00-9402-06	\$27,010	9-1-18

- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **transfers for the 2018-2019 school year:**

<u>Transfers</u>						
Name	From Location	From Position	To Location	To Position	Salary Change	Effective Date
Ashley Rice	S2	Teacher Grade 6	FLHS	Teacher English - Title I	No Change	9-1-18
Daniel LaFalce	S2	Personal Aide Grades 2-4 ASD 1:1	MS	Personal Aide Grade 5 ASD 1:1	No Change	9-1-18
Gregg Milgram	S1	Personal Aide Grade 4 Resource 1:1	S1	Classroom Aide Grade 4 Resource	No Change	9-1-18

Joseph Finizio	HS	HS Asst Principal	Elem	Elementary Asst Principal	No Change	8-1-18
Kim Kellas	S1	Classroom Aide Grade 4 Resource	S1	Personal Aide Grade 4 Resource 1:1	No Change	9-1-18
Elisa Cabrera	MS	Teacher Grade 5-8 Science Special Education	MS	Teacher Grade 5-8 Science	No Change	9-1-18

- 9P THEREFORE BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves the following **leaves**:

Name	Position	Loc	Type	New or Amended	Paid Leave	Unpaid Leave with benefits	Unpaid Leave No Benefits	Return Date
Theresa Kavanagh	Special Ed Teacher -PK	S2	Maternity	New	10/29/18 -12/10/18	12/11/18 - 4/5/19	N/A	4/8/2019

- 10P 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 2018-2019 school year:

Elvis Gonzalez

BE IT FURTHER RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **removal of Eunice Gavieres** (at her request) from the list of District Substitutes for the 2018-2019 school year.

- 11P HEREFOR BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Summer 2018 employment of an additional Bus Driver**, as indicated below:

ESY 2018 Bus Drivers	
Carlos Salazar	Hourly Rate \$22.50

- 12P 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 2018-2019 school year, effective September 1, 2018.

Name	Loc	From	To	New Salary
Brittany Butler	HS	HS Mathematics Teacher @ Step 5, BA \$60,030 (previously approved on R#29109 dated 6/18/18)	HS Mathematics Teacher Step 5, BA+10 due to review of official transcripts	\$61,230.00

- 13P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **additional hours for 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
Adam	Schussler	OT	Additional 24 Hours	\$48.43	\$1,162.32

- 14P **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 2018 Student Intern** not to exceed 30 hours per week at the rate of \$10.00 per hour, effective July 3, 2018 through August 31, 2018.

Isaac Herrera

- 15P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of additional **Curriculum Writers for 2018-2019**, for services to be performed outside the contractual day, to be paid a stipend at an hourly rate of \$45.00 per hour, for an aggregate total not to exceed \$56,000, to be charged against account # 11-000-221-104-00-000, for the teaching staff members listed below:

CONTENT AREA	CERTIFICATED STAFF MEMBERS
English Language Arts	Janet LaRusso, Kimberly Martinez
Music	Janue Vargas, Quiara Polanco
Science	Janet LaRusso

- 16P **THEREFORE BE IT RESOLVED**, that the Board of Education, upon recommendation of the Superintendent, approves the **Doctoral Pensionable Salary Adjustment for Dr. Robert Daniello** for an additional \$1,000 to be prorated effective May 21, 2018.
- 17P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **payment of accrued vacation days for Lameka Augustin, Assistant Business Administrator in Central Office, for the 2017-2018 school year for 8 ½ days at \$418.63 per diem for a total of \$3,558.36.**
- 18P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **Fall Coaches** for the 2018-2019 school year, as follows. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities.

Coach	Sport	Position	Season	Class	Step	Stipend
William Straub	Football	Head Coach	Fall	I	2	\$10,049
Joseph Berlingo	Football	Assistant Coach	Fall	I	2	\$7,148
Gerard Carroll, Jr.*	Football	Assistant Coach	Fall	I	2	\$7,148
Daniel Cirone	Football	Assistant Coach	Fall	I	2	\$7,148
Peter Kraljic	Football	Assistant Coach	Fall	I	2	\$7,148
Charles Salame	Football	Assistant Coach	Fall	I	2	\$7,148
Demba Mane	Boys Soccer	Head Coach	Fall	II	2	\$8,975
Robert Gehres	Boys Soccer	Assistant Coach	Fall	II	2	\$6,524
Nicole Piccinich	Boys Soccer	Assistant Coach	Fall	II	1	\$5,955
Kellie Lane	Boys Soccer	Assistant Coach	Fall	II	1	\$5,955
Calogero Pagano	Girls Soccer	Head Coach	Fall	II	2	\$8,975
Yvette Longobardi	Girls Soccer	Assistant Coach	Fall	II	2	\$6,524
Allison Evangelista	Girls Soccer	Assistant Coach	Fall	II	2	\$6,524
John Ziemba	Volleyball	Head Coach	Fall	II	2	\$8,975
Kelly Horton	Volleyball	Assistant Coach	Fall	II	2	\$6,524
Alysia Ott	Volleyball	Assistant Coach	Fall	II	2	\$6,524
Justin Williams	Cross Country	Head Coach	Fall	II	2	\$8,975
Maria Giannattasio	Cross Country	Assistant Coach	Fall	II	2	\$6,524
Philip Zappel	Girls Tennis	Head Coach	Fall	III	2	\$4,785

*Non-Staff Member

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 2018-07-16 #1POL backup](#)

Policy/Reg No.	Topic
P & R 1550	Equal Employment/Anti-Discrimination Practices (M) (Revised)
P 2431	Athletic Competition (M) (Revised)
R 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
P 2431.8	Varsity Letters for Interscholastic Extracurricular Activities (M) (New)
P & R 5350	Student Suicide Prevention (M) (Revised)
P 5533	Student Smoking (M) (Revised)
P & R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
P 8462	Reporting Potentially Missing or Abused Children (M) (Revised)

MOTION by Mrs. Colbath, seconded by Mrs. Tuck, that the Fort Lee Board of Education approves item #1POL.

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

OLD BUSINESS – None.

NEW BUSINESS – None.

ADJOURNMENT

MOTION by Mrs. Morell, seconded by Mr. Sarnoff, to adjourn, 8:02 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
07-17-2018