

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

MINUTES

**PUBLIC BUSINESS MEETING
AUGUST 13, 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 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 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, Mrs. Esther Han Silver, Mrs. Holly Morell, Mr. Michael Rubino, Mrs. Lauran Tuck, Mrs. Candace Romba

Absent: Mr. Ralph DiMeglio, Mr. David Sarnoff

Also Present: Mr. Kenneth Rota, Dr. Sharon Amato, Ms. Haquisha Taylor, Jaclyn Morgese, Esq.

EXECUTIVE SESSION

MOTION by Mrs. Morell, seconded by Mr. Rubino, at 6:45 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 7-0.

The Board reconvened into the Public Meeting at 7:28 p.m.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota reported that there was no HIB investigations.

Mr. Rota also reported that the SSDS (formerly EVVRS) Report for 2nd half of 2017-2018 school year has been reported and is on file.

Mr. Rota shared the updated enrollment numbers highlighting School No. 4's 4th and 5th grades both with average student counts above 30.

Mr. Rota introduced Mr. Peter Vilardi, recommended candidate for FLHS Assistant Principal, to the Board.

COMMITTEE REPORTS – None.

PUBLIC WORK SESSION – None.

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. Rubino, to open the floor to the public, 7:33 p.m.

MOTION carried unanimously upon voice vote, 7-0.

None.

MOTION by Mr. Rubino, seconded by Mrs. Colbath, to close the floor to the public, 7:34 p.m.

MOTION carried unanimously upon voice vote, 7-0.

RESOLUTIONS

BOARD

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

Public Business Meeting Minutes	June 18, 2018
Private Executive Meeting Minutes	June 18, 2018

Public Business Meeting Minutes	July 16, 2018
Private Executive Meeting Minutes	July 16, 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.

3B THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, approves the attendance for following board members to attend the NJSBA training as outlined below:

<u>WORKSHOP</u>	<u>DATE</u>	<u>BOARD MEMBER</u>	<u>PLACE</u>
Foundations for Success	08-07-2018	Holly Morell	H.P. Becton Regional H. S.
Governance III Training		Paula Colbath	School, East Rutherford, NJ
Governance II Training		Michael Rubino	

MOTION by Mrs. Tuck, seconded by Mrs. Han Silver, that the Fort Lee Board of Education approve items #1B through #3B.

MOTION carried upon roll call vote, 7-0, with exception. Mrs. Colbath, Mrs. Morell and Mr. Rubino abstained on own name.

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:

CHANGE ORDER SUMMARY SHEET	OWNER	Fort Lee Board of Education
PROJECT NO. 14-8231	ARCHITECT	SSP Architectural Group
	CONTRACTOR	Dobco, Inc.
	FIELD	Turner Construction Co.

PROJECT: Lewis F. Cole Middle School Date: June 22, 2018
Additions and Alterations Phase 2

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	AMT APPLIED TO ALLOWANCE
Dobco, Inc.	CO-7	PCO-16 Gas Meter Protection	\$ 8,095.72	\$ 8,095.72
Dobco, Inc.	CO-8	CCD 1.2 Add. Excavation Time & Material	\$14,240.60	
		CCD 2.1 Replacement Time & Material	\$ 2,828.75	\$17,069.35
Dobco, Inc.	CO-9	PCO-33 Door – Hardware Change	\$ 2,090.55	
		PCO-49-Exposed Steel Beam	\$1,656.39	
		PCO-51 Phase 1 Pull Box Conduit	\$ 1,029.89	\$ 4,776.83
		TOTAL		\$29,941.90

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

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

CURRICULUM

1CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attached proposal for **Patricia Vitale-Reilly Consulting to provide 30 days of professional development Balanced Literacy training** for classroom teachers in grades 3 and 4 with support for the teaching of reading, and teachers in grades K-2 with support for the teaching of writing, at a cost not to exceed \$51,000 during the 2018-2019 school year. [See Appendix Page 11](#)

2CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attached proposal for **Patricia Vitale-Reilly Consulting to provide a 1-day professional development training to work with the Middle School teachers to support the teaching of reading**, at a cost not to exceed \$1,700 during the 2018-2019 school year. [See Appendix Page 14](#)

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, 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 ending June 2018 (Preliminary)** 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 17](#)

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 June 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 53](#)

3F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves a **Parent Transportation Agreement for student ID #99000054**, whose name is on file in Central Office, in the amount of \$5,000.00 as per the State of New Jersey Aid-in-Lieu rate, for the 2018-2019 school year.

4F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves a **Parent Transportation Agreement for student ID #99000068**, whose name is on file in Central Office, in the amount of \$9,000.00 as per the State of New Jersey Aid-in-Lieu rate, for the 2018-2019 school year.

5F WHEREAS, a recommendation was made by the Superintendent of Schools to the **Fort Lee Board of Education ("Board")** to seek a contract for School Security Services (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 Tuesday, July 31, 2018, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*; and

Bidder	Year 1	Year 2
Aegis	\$186,425.94	\$192,128.70
APG	\$325,872.00	\$335,648.16
Spartan	\$230,690.22	\$237,610.93
UFS	\$207,064.50	\$207,064.50
U.S. Security	\$226,752.60	\$232,455.36

WHEREAS, the lowest bid for the Project was submitted by Aegis Security Agency, LLC, 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 Aegis Security Agency, LLC, for the two-year term** at the amounts identified above.

6F **WHEREAS**, on July 31, 2018, the Fort Lee Board of Education received proposals for **Paraprofessional Staffing Services** from:

Withdrawn

Delta T
ESS
Insight

WHEREAS, the Paraprofessional Staffing Services Request for Proposal (RFP) award criteria placed weightings of 20%, 20%, 30%, 20% and 10%, on a responder's financial proposal, management services, company details and references, technical elements, and start-up/transition plan respectively.

NOW THEREFORE, BE IT RESOLVED that the Fort Lee Board of Education **appoints Insight, An Education Service Partner**, for the 2018-2019 school year. 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.

7F **WHEREAS**, The Fort Lee Board of Education ("**FLBOE**"), as deemed necessary, sends students to out of district private school for students with disabilities ("**PSSD**"); and

WHEREAS, Youth Consultation Service, Inc. ("**YCS**") operates PSSDs at various locations in New Jersey; and

WHEREAS, **FLBOE** students placed at **YCS** PSSDs receive meals meeting the nutritional requirements of the Child Nutrition Program that is administered by the New Jersey Department of Agriculture; and

WHEREAS, YCS meals provided are discounted and/or free to the Fort Lee students attending YCS PSSDs; and

WHEREAS, FLBOE does not require **YCS** to charge Fort Lee students for the meals being provided.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. **FLBOE does not require charges for meals.** The FLBOE resolves that it does not require YCS PSSDs to charge students for reduced and/or paid meals.

Section 2. **Effective Date: Repealed.** This resolution shall take effect immediately. All prior resolutions or parts thereof inconsistent herewith are hereby repealed to the extent of such consistency.

- 8F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the Board President and School Business Administrator to execute a **Non-Resident Tuition Student Agreement for CS** to attend Fort Lee Public Schools for the 2018-2019 school year.

MOTION by Mrs. Han Silver, seconded by Mrs. Colbath, that the Fort Lee Board of Education withdraws item #6F.

MOTION carried unanimously upon voice vote, 7-0.

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, that the Fort Lee Board of Education approve items #1F through #5F, #7F and #8F.

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 15](#)
- 2P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **employment contract for Haquisha Q. Taylor as Business Administrator/Board Secretary**, as approved by the Executive County Superintendent, for the period July 1, 2018 to June 30, 2019, at an annual salary of \$159,173.00.

- 3P 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
Nicole Piper	Paraprofessional	S2	7-17-18
Carmela Kern	Paraprofessional	FLHS	8-1-18
Nicole Mordaga	Paraprofessional	S2	8-7-18
Elyssa Greene	Leave Replacement Guidance Counselor	S4	8-13-18

- 4P 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
Sarah	Levy	LDTC	S3/S4	New	\$81,230 10/MA+30	9-1-18
Danielle	Hanna	Teacher Grade 7-8 Special Education Science	LFCMS	05-1102-07	\$60,330 3/MA	9-1-18
Natalie	Green	Teacher Grade 2	S4	04-1002-11	\$56,030 1/BA	9-1-18
Jennifer	Quesada	Teacher Spec Ed ASD G2-3	S2	New	\$59,530 1/MA	9-1-18
Amanda	Pecora	Teacher Spec Ed LLD G4-5	S2	02-2411-06	\$60,330 3/MA	9-1-18
Danielle	Marino	Teacher Grade K	S1	New	\$56,530 2/BA	9-1-18
Chelsea	McFarland	Teacher Elem Instrumental Music	S1/S2/ S3/S4	01-2100-02	\$56,930 3/BA	9-1-18
Peter	Crawley	Asst. Business Administrator	CO	00-0122-01	\$97,500 prorated	7-30-18
Susie	Lee	FT 1:1 Paraprofessional	S2	New	\$30,560 3/Degreed	9-1-18

Peter	Vilardi	Assistant Principal	HS	06-0202-02	\$110,000 prorated	9-27-18 or sooner
Cara	Becher	Teacher Spec Ed G2-3 ASD	S2	02-2401-05	\$56,030 1/BA	9-1-18

- 5P 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
Danielle Christal	S2	Grade 5	S2	Grade 6	N/A	9-1-18

- 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**:

Name	Position	Loc	Type	New or Amended	Paid Leave	Unpaid Leave with benefits	Unpaid Leave No Benefits	Return Date
Klarissa Martin	Teacher	HS	Maternity	Amended	5/21/18 – 6/18/18	6/19/18 – 11/20/18	N/A	11-21-18

- 7P 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					
Name	Grade/Subject	Loc	Salary	Effective Dates	Reason for opening
Nicole Piccinich	GK LLD	S2	Sub pay for the first 10 days \$100 per day, day 11-60 \$110 per day, day 61+ at the daily rate equal to a BA, Step 1; No Benefits	Work days: 9-1-18 to 6-30-19 plus 3 days NTO	C. Baiardi
Amanda Apice	PK Spec Ed	S2	Sub pay for the first 10 days \$100 per day, day 11-60 \$110 per day, day 61+ at the daily rate equal to a BA, Step 1; No Benefits	Work Days: 10-25-18 through 4-9-19	T. Kavanagh
Sandra Tarabokija	Grade K	S1	Sub pay for the first 10 days \$100 per day, day 11-60 \$110 per day, day 61+ at the daily rate equal to a BA, Step 1; No Benefits	Work Days: 9-1-18 through 2-4-19 plus 3 days NTO	A. Findanis
Elisa Murphy	PT Social Worker	CST	Will take on additional time in addition to her current part time work to be full time for the dates stated at her current step.	Work Days: 10-25-18 to 6-30-19	S. D'Auria

- 8P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **correction of the stipend for the following Coaching assignment**, previously approved on Resolution No. 29162 dated July 16, 2018.

Name	Sport	Position	Season	Class	Step	Stipend
Philip Zappel	Girls Tennis	Head Coach	Fall	III	2	\$5,349

- 9P 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
Music	Joseph Picone

- 10P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following staff members as **Anti-Bullying Specialists for the 2018-2019 school year**:

Location	Anti-Bullying Specialists	
School No. 1	Marisa Buonomo	Lorraine Bortnick
School No. 2	Aimee DeSheplo	Rachel Cola
School No. 3	Meghan Lynch	Pamela Rothman
School No. 4	Elyssa Green Andria Fusco (upon return from leave)	Stephanie Borgono
Lewis F. Cole Middle School	Angela Waack Debra Brigida	Daniel Bialik
Fort Lee High School	Luddy Serulle (Lead ABS) David Cuzzo (Support ABS)	Yaron Goldrich

- 11P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **sick day payouts for 2017-2018 retirees**, as per the attached. [See Appendix Page 16](#)

- 12P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **payment of accrued vacation days for retiree Marianela Martin**, Principal of School No. 2, for 24 days in 2017-2018 for a total of \$14,605.68, and 2 days in 2018-2019 for a total of \$1,217.14 (pending negotiations).

- 13P 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	Hours	Months From-To	School Placed	Cooperating Teacher
William Paterson University	Eric Johnson	Clinical	Athletic Training	150	8/27/18 – 12/14/18	FLHS	Thomas Hur

- 14P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **Volunteer Athletic Coaches** for the 2018-2019 Fall Season, with no compensation, as follows **as amended**:

Brianna Mattessich – Football	Todd Church – Football
Sean Scully – Football	*Jose Trujillo – Girls Soccer
John Hroncic – Football	*Howard Pearl – Girls Soccer
Christopher Della Fave – Football	

*Non-Staff Members (Pending criminal history clearance)

MOTION by Mrs. Han Silver, seconded by Mr. Rubino, that the Fort Lee Board of Education amend item #14P by removing Girls Soccer Volunteer Coaches.

MOTION carried upon voice vote, 6-0-1. Mrs. Morell abstained.

MOTION by Mrs. Han Silver, seconded by Mrs. Colbath, that the Fort Lee Board of Education approve items #1P through #14P as amended.

MOTION carried upon roll call vote, 6-0-1. Mrs. Morell abstained.

- 15P** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of additional Paraprofessional staff members** under the Fort Lee Education Association (FLEA) Collective Bargaining Agreement for the 2018-2019 school year, as per the attached list.

Walk-in

MOTION by Mrs. Colbath, seconded by Mrs. Morell, that the Fort Lee Board of Education approves item #15P.

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

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 2018-08-13 #1POL Backup](#)

Policy/Reg No.	Topic
P 0155	Board Committees (Revised)
P 3134	Assignment of Additional Duties (Revised)
P 6163	Advertising on School Property (New)
P 8600	Transportation (M) (Revised)
R 8600	Student Transportation (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 2018-08-13 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 Ms. Cho, that the Fort Lee Board of Education approve items #1POL and #2POL.

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

OLD BUSINESS – None.

NEW BUSINESS

Mr. Rota shared that the Administration is in the process of putting together a monthly newsletter to the community. Board conversation ensued regarding potential writers, newsletter topics including metrics like enrollment. The newsletter launch date is slated for September.

The Board welcomes Mr. Peter Vilardi, new FLHS Assistant Principal.

Mrs. Tuck shared the objective of Coffee and Conversations [as an informal way to communicate with the community] and shared that it will resume in September.

ADJOURNMENT

MOTION by Mrs. Morell, seconded by Mr. Rubino, to adjourn, 7:45 p.m.

MOTION carried unanimously upon voice vote, 7-0.

RESPECTFULLY SUBMITTED,

Haquisha Q. Taylor

HAQUISHA Q. TAYLOR
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/haa
08-14-2018