

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

MINUTES

**PUBLIC BUSINESS MEETING
SEPTEMBER 24, 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. Tuck.

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, and Ms. Nestor, Esq.

EXECUTIVE SESSION NO. 1

MOTION by Mrs. Tuck, seconded by Mrs. Morell, at 6:48 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

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

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota reported that there were two (2) HIB investigations. One was founded.

COMMITTEE REPORTS

Mr. Sarnoff shared that members of the Board along with Mr. Rota, Mr. DeNichilo, and Mr. Bendul visited the Lewis F. Cole Middle School Construction site walking all four floors and discussing construction progress.

Mr. Sarnoff shared that he attended the NJ School Boards Legislative meeting where topics of discussion included various regions experiencing overcrowding due to increased land development, student substance abuse, the opioid crisis, and school funding.

Mr. DiMeglio shared that Finance Committee members met before this session and discussed fiscal year 2020 budget, the 5th and 6th grade building opening [LFCMS Addition], expenses related to that opening, and ideas to manage those expenses.

PUBLIC WORK SESSION

Mrs. Romba on behalf of the Board and Mr. Rota offered condolences to Mr. Rubino in the loss of his mother.

Mrs. Han Silver shared itemized comments on agenda item #1POL, policy 155. Board member discussion ensued. Board member consensus was to table the agenda item. Policy Chair Paula Colbath shared that the Policy Committee would reconvene and revisit the policy taking into account Board member feedback and revise the policy for a third reading.

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

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

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

MOTION carried unanimously upon voice vote, 9-0.

None.

MOTION by Mr. Sarnoff, seconded by Ms. Cho, to close the floor to the public, 7:57 p.m.

MOTION carried unanimously upon voice vote, 9-0.

RESOLUTIONS

BUILDINGS & GROUNDS

1B&G THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes **SSP Architectural Group to update the District's Long Range Facilities Plan (LRFP) to include repairing the sidewalks at School No. 4.**

2B&G THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following change order:

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

PROJECT: Lewis F. Cole Middle School Additions and Alterations Phase 2
Date: August 27, 2018

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	AMOUNT APPLIED TO ALLOWANCE
Dobco, Inc.	CO-11	PCO-0004; 00012; 00013; 00013A; 00015; 00029; 00032; 00038; 00039	-0-	\$80,162.71
Dobco, Inc.	CO-12	PCO-00018R	-0-	\$1,523.67
Dobco, Inc.	CO-13	PO-00041	-0-	\$14,591.27
TOTAL				\$96,277.65

3B&G THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following change order:

CHANGE	OWNER	Fort Lee Board of Education
ORDER	ARCHITECT	SSP Architectural Group
SUMMARY SHEET	CONTRACTOR	Two Brothers Contracting
PROJECT NO. 14-8232	FIELD	Turner Construction Co.

PROJECT: Elementary School No. 2 Additions and Alterations
Date: July 26, 2018

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	AMOUNT APPLIED TO ALLOWANCE
Two Brothers	CO-21	PCO-34; PCO-40; PCO-43; PCO 60; PCO 61; PCO-62; PCO-67	\$19,228.71	\$19,228.71
Two Brothers	CO-22	Rock Excavation and Removal & Disposal of Unsuitable Material	(\$20,833.60)	(\$20,833.60)
Two Brothers	CO-23	PCO-17R Casework changes in Media Center PCO-69 Removal of double doors and frame PCO-017R Credit for slab cuts in Media Center	\$13,866.38 (\$1,750.00) (\$414.48)	\$11,701.90
Two Brothers	CO-24	PCO-009 Third Floor Sprinkler Modifications PA System Credit	\$12,753.05 (\$11,974.16)	\$778.89
TOTAL				\$10,875.90

MOTION by Mr. Sarnoff, seconded by Mrs. Han Silver, that the Fort Lee Board of Education approves 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 10](#)

2CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Public and Non-Public School Nursing Services Plan** for the 2018-2019 school year, as per the attached. [See Appendix Page 11](#)

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

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 July 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 TBD](#)

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 July 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 TBD](#)

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 \$4,030,881.99** for September 2018 checks. [See Appendix Page 20](#)

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 \$35,374.11** for September 2018 checks. [See Appendix Page 42](#)

5F THEREFORE, BE IT RESOLVED that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves a resolution as outlined below:

1. The Board of Education hereby authorizes the use of capital reserve to fund the School No. 4 Sidewalk Repair Project.
2. The Board hereby approves the total transfer of \$22,000 for the School No. 4 Sidewalk Repair Project from the capital reserve account to the capital outlay fund to fund the total costs, less any excess costs, of the School No. 4 Sidewalk Repair Project.
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.

6F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Salaries Charged to Grants** for the 2018-2019 school year as follows.

EMPLOYEE	GRANT	AMOUNT	ACCOUNT	%
Brittany Butler	Title I	\$61,230.00	20-231-100-101-00-007	100%
Ashley Rice	Title I	\$54,207.00 (pro-rated)	20-231-100-101-00-007	100%
Stefanie Pinajian	Title I	\$98,230.00	20-231-100-101-00-006	76.35%
Rachel DiBartolo	Title I	\$61,630.00	20-231-100-101-00-002	100%
Eleni Desoptakis	Title I	\$94,230.00	20-231-100-101-00-003	80.65%
James Puliatte	Title II	\$77,230.00	20-270-200-100-00-000	51.79%
Tara Dedy	IDEA	\$106,029.00	20-250-100-101-00-100	95.40%

7F THEREFORE BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, accepts the following **donation**:

Item	Amount/ Estimated Value	Donor	On Behalf Of
Utility Shed for Equipment Storage	\$3,000.00	Fort Lee Soccer League c/o Alan Keller 6 Horizon Road Fort Lee, NJ 07024	Fort Lee High School

- 8F **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
1	Chrome Book	Middle School B&G	22006	Stopped working; out of warranty
1	Kitchen Equipment	High School	23005	Defective; being replaced; under warranty
1	Smart Board	Technology	03607	Obsolete
1	Sound Board / Mixer	High School	04071	Obsolete; has been replaced

MOTION by Mr. DiMeglio, seconded by Mrs. Tuck, that the Fort Lee Board of Education approves items #1F through #8F.

MOTION carried unanimously upon roll call vote, 9-0, with exception. Mrs. Colbath abstained on payment to SSP in item #3F.

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 43](#)
- 2P **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
Aida Tineo	Paraprofessional	1	9-15-18
Nicole Main	Leave Replacement	4	9-17-18
Susan Chambers	Paraprofessional	2	Declined Position
Quiara Planco	PT Music Teacher	MS	Amended to 9-14-18

- 3P **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	Annual Salary (Prorated)	Effective Date
Shanaz	Saadatkah	Part Time Paraprofessional Grade 4	04	Step 1/Degreed \$21,019	9-25-18
Meeta	Kaycee	Part Time Paraprofessional	04	Step 1/Degreed \$21,019	9-25-18
Farahnaz	Lak	Part Time Paraprofessional 1:1 ASD	MS	Step 1/Degreed \$21,019	9-25-18
Jennifer	Cella	Part Time Paraprofessional	02	Step 1/Degreed \$21,019	Amend Start Date to 9-18-18

- 4P **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
Rachel Ventrella	Grade 3	04	Maternity	Amended	9-24-18 to 11-16-18	11-17-18 to 3-30-19	N/A	4-1-19

- 5P **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:

<u>LEAVE REPLACEMENTS</u>					
Name	Grade/Subject	Loc	Salary	Effective Dates	Reason for opening
Briana Shuki	Grade 3	04	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	Amended Work days: 9-25-18 to 4-2-19	Rachel Ventrella Maternity Leave

- 6P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment or removal of the following **Substitutes** for the 2018-2019 school year:

<u>Substitutes</u>	
<u>Remove:</u>	
Joanne Tarabocchia Naga Samavedam William Lane	
<u>Add:</u>	
Yaser Alnatsheh	

- 7P **THEREFORE BE IT RESOLVED**, that the **Board of Education**, upon recommendation of the Superintendent, approves the appointment of the following **Detention Monitors for students** for the 2018-2019 school year to be paid at the rate of \$50 per hour:

<u>High School</u>	
Matt Pokoj	Yvette Longobardi
Sophia Karabatsos	James Puliatte
Stephen Wolowitz	Maria Giannattasio
Brianne Baker	Kristen Baldofsky
Kellie Lane	

- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following additional District **translator** at the rate of \$30.00 per hour, on an as needed basis:

Jane Lee

- 9P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of amended Building Technology Assistants** at a non-pensionable stipend of \$2,000 for the 2018-2019 school year:

Name	Location
Erika Cirone	School No. 1
Maria Castano	School No. 2
Marrietta Golenischew	School No. 3
Rachel Ventrella	School No. 4 (prorated 9/1/18 to 9/21/18)
Jacqueline Tozzi	School No. 4 (prorated 9/24/18 to 3/31/19)
Cean Spahn	Lewis F. Cole Middle School
Sophia Karabatsos	Fort Lee High School
Klarissa Martin	Fort Lee High School (prorated 11/1/18 to 6/30/19)
Douglas Walden	Fort Lee High School (prorated 9/24/18 to 11/21/18)

- 10P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Co-Curricular Advisors** for the 2018-2019 school year. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities. [See Appendix Page 45](#)

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, that the Fort Lee Board of Education approves items #1P through #10P.

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

POLICY

1POL **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 2018-09-24 #1POL Back-up](#)

Policy/Reg No.	Topic
P-0155	Board Committees (Revised) TABLED

2POL **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 2018-09-24 #2POL Back-up](#)

Policy/Reg No.	Topic
P & R 1613	Disclosure and Review of Applicant's Employment History (M) (New)
P & R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
P 6620	Petty Cash (M) (Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M) (Revised)

MOTION by Mrs. Colbath, seconded by Mrs. Morell, to table item #1POL.

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

MOTION by Mrs. Colbath, seconded by Mrs. Morell, that the Fort Lee Board of Education approve item #2POL.

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

OLD BUSINESS

Mr. Rota corrected an earlier communication. Candidates Night would be held at the Fort Lee Community Center not at the FLHS Auditorium on October 3rd.

Mr. Rota shared Hope Rotheberg's recommendation to purchase tickets to the Chamber of Commerce dinner early.

Mr. Rota offered to coordinate additional site visits for any Board Members who were unable to attend the Lewis F. Cole Middle School Construction site visit this past Saturday.

NEW BUSINESS

Mrs. Han Silver inquired if it was necessary to adopt the Physical Restraint regulation. Dr. Amato reiterated Strauss Esmay's recommendation for Boards to adopt the policy/regulation.

Mr. Sarnoff thanked the Fort Lee Soccer League for its donation.

ADJOURNMENT

MOTION by Mr. Sarnoff, seconded by Mr. Rubino, to adjourn, 8:00 p.m.

MOTION carried unanimously upon voice vote, 9-0.

RESPECTFULLY SUBMITTED,

Haquisha Q. Taylor

HAQUISHA Q. TAYLOR
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/mo
09-25-2018