

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

MINUTES

**PUBLIC BUSINESS MEETING
NOVEMBER 5, 2018
FORT LEE HIGH SCHOOL MEDIA CENTER
6:45 P.M.**

CALL TO ORDER BY THE PRESIDENT

The meeting was called to order at 6:47 p.m. by Mrs. Romba.

FLAG SALUTE

The Flag Salute was led by Ms. Colbath.

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, Ms. Paula K. 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 Q. Taylor, and Mr. Dennis McKeever, Esq. (6:54 p.m.)

EXECUTIVE SESSION

MOTION by Mrs. Morell, seconded by Mr. Rubino, at 6:49 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

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

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota reported that there were fourteen (14) investigations. Eight (8) were founded.

Mr. Rota shared that the Fire and Security Drills are posted on the website as well as the Observance of Respect and School Violence Awareness Report.

Mrs. Romba introduced the 2018 STEAM Tank Challenge – a winning combination of teaching and learning which intentionally promotes real-world problem solving. The Challenge was conducted at this year's School Boards Conference in Atlantic City. Many Board members and Administrators cheered on the Fort Lee students as they explained their respective projects to STEAM Tank judges. Mrs. Romba congratulated this year's participants: Gianni Rakkou, Yeju Lee, Ben Lapin, Kaylyn Chun, Chantal Chau, Yoonseo Choi, Joseph Choi and Joshua Pae. Mrs. Romba thanked the teachers who provided leadership to enhance the ingenuity of our student entrepreneurs.

COMMITTEE REPORTS

Mrs. Tuck reported that the Communications Committee is planning its next Coffee and Conversations. Please be on the lookout for the upcoming date.

Ms. Colbath shared that the Substance Abuse policy is on tonight's agenda for first read with very minor changes.

Mrs. Romba shared that the workshops at this year's School Board's Convention in Atlantic City were very informative. Board members took a "divide and conquer" approach attending various different workshops on different topics.

PUBLIC WORK SESSION

Ms. Colbath commended Brianne Baker on her service to the district. Ms. Colbath further remarked that Brianne has been phenomenal, has volunteered on various committees and "worn many hats." The loss is a big loss to the district.

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, approves the amendment of pending motion **#9P**.

MOTION by Mrs. Han Silver, seconded by Ms. Colbath.

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

MOTION carried unanimously upon voice vote, 9-0.

None.

MOTION by Mr. Sarnoff, seconded by Ms. Colbath, to close the floor to the public, 7:48 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	October 8, 2018
Private Executive Meeting Minutes	October 8, 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 of Board Members at the following workshops: **(As Amended)**

<u>WORKSHOP</u>	<u>DATE</u>	<u>BOARD MEMBER</u>	<u>PLACE</u>	<u>AMOUNT PER PERSON</u>
NJSBA Semi-annual Delegate Assembly	11/17/18	Paula K. Colbath Esther Han Silver	The Conference Center at Mercer (Mercer County Community College Campus) 1200 Old Trenton Road West Windsor, NJ	GSA Rate Mileage and Tolls - Not to exceed \$65 per person
BCSBA Fall Meeting	11/27/18	Candace Romba Esther Han Silver Elisa Cho Paula K. Colbath Holly Morell Michael Rubino David Sarnoff Lauran Tuck	Holiday Inn 283 NJ-17 Hasbrouck Heights, NJ	\$0

- 4B** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, approves the **Reorganization Meeting to be held on Monday, January 7, 2019** at 6:00 p.m. in the Fort Lee High School Media Center, 3000 Lemoine Avenue, Fort Lee, NJ 07024.

MOTION by Mrs. Han Silver, seconded by Mrs. Morell, that the Fort Lee Board of Education approves items #1B through #4B. Item #3B was amended.

MOTION carried unanimously upon roll call vote, 9-0 with exception. Ms. Cho; Mrs. Han Silver; Mrs. Romba abstained on their names.

BUILDINGS & GROUNDS

- 1B&G** **WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of **Fort Lee School District** are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

NOW THEREFORE BE IT RESOLVED, that the **Fort Lee School District** hereby authorizes the school Business Administrator to submit the attached **Comprehensive Maintenance Plan for Fort Lee School District for the 2018-2019 school year** in compliance with Department of Education requirements. [See Appendix Page 64](#)

MOTION by Mr. Sarnoff, seconded by Mrs. Tuck, 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 11](#)

- 2CUR** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the establishment of the **Interscholastic Basketball Program at Lewis F. Cole Middle School**.

3CUR 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 2018-2019 school year**:

Student	Placement	Dates	Tuition/Costs
#25090032	Slocum Skewes 650 Prospect Street Ridgefield, NJ 07657	10/29/18 - 6/21/19	Annual tuition cost of \$39,593.00, prorated to \$31,888.05 (149 days @ \$214.02 per diem).

MOTION by Ms. Cho, seconded by Mrs. Han Silver, that the Fort Lee Board of Education approves 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, upon recommendation of the Superintendent, approves the payment of the claims on the current **bills list in the amount of \$ 2,010,242.71 for November 2018 checks.** *See Appendix Page 13*

2F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the following **donations**:

Item	Amount/ Estimated Value	Donor	On Behalf Of
Check	\$50.00	Mr. Hieu D. Hoang & Mrs. Anh Do 2160 Center Ave., Apt. 1F Fort Lee, NJ 07024	Purchase of supplemental materials for classroom library at S#1
Check	\$200.00	FLHS Alumni Class of 1978	FLHS Class of 2019
Check	\$100.00	Gary Goldberg P.O. Box 1048 Monument, CO 80132 "In loving memory of Harvey Letter '40"	FLHS
Check	\$160.00	PTA – S#2	National Spelling Bee
Check	\$160.00	PTA – S#3	National Spelling Bee
Check	\$150.00	PTA – MS	National Spelling Bee
TOTAL VALUE	\$820.00		

3F 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 Private Tuition-Student Agreement for Student #23080378** to attend Fort Lee Public Schools for the 2018-2019 school year.

4F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the **participation in a Cooperative Pricing Agreement with U.S. Communities Government Purchasing Alliance** for the purchase of goods and services with Boards of Educations to utilize administrative purchasing services and facilities of **U.S. Communities Government Purchasing Alliance** and the Cooperative Pricing Agreement to effect substantial economies in the purchase of work, materials and supplies.

- 5F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education authorizes the School Business Administrator/Board Secretary to utilize **State Contracts** for the procurement of Goods and Services through State Agencies for the 2018-2019 school year:

WHEREAS, Title 18A:18A-10 provides that a Board of Education, without advertising for bids or after having rejected all bids obtained pursuant to advertising therefore by resolution, may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the Fort Lee Board of Education has the need, on a timely basis, to procure goods and services utilizing State contracts; and

WHEREAS, the Fort Lee Board of Education desires to authorize its purchasing agent for the 2018-2019 school year to make any and all purchases necessary to meet the needs of the School District throughout the school year;

NOW THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education does hereby authorize the District purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property, including but not limited to the Federal General Services Administration and cooperative purchasing programs in other states and those contained on the Division's website; and

BE IT FURTHER RESOLVED that the Fort Lee Board of Education does hereby authorize the District purchasing agent to make purchases of all goods and services entered into on behalf of the following cooperative purchasing agencies:

- Bergen County Registered Cooperative Pricing System #11-BCCP
- Educational Data Services
- Hunterdon County Educational Services Commission (HCEC)
- Educational Services Commission of New Jersey A.K.A. Middlesex County Cooperative
- Region V Council for Special Education
- South Bergen Jointure Commission
- The Cooperative Purchasing Network
- Keystone Purchasing Network
- National Joint Powers Alliance
- Federal Government General Services Administration (GSA), Contract Number GS-35F-0220R
- Fort Lee Municipality/Public Works
- U.S. Communities Coop

- 6F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **2019-2020 Budget Development Schedule** as per the attached. [See Appendix Page 69](#)

- 7F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **disposal/recycling of the following**:

Quantity	Description	Location	FLBOE ID#s	Reason
1	Everett Piano	School No. 4	00240	Obsolete and no longer in use

- 8F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Big North Conference Officials' Fees for the 2018-2019 school year only**, as per the attached schedule. [See Appendix Page 59](#)

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.

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 60](#)
- 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
Brianne Baker	Teacher Special Education English	FLHS	12-18-2018
Bo Park	Percussion Instructor	FLHS	11-1-2018
Anatoliy Alkhazov	PT Paraprofessional	LFCMS	11-30-2018

- 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	Position Control #	Annual Salary Prorated	Effective Date
Mary	Antunez	Part Time Paraprofessional Grade 2-3 ASD 1:1	02	02-9101-106	Step 1/ Degreed \$21,019	11-7-18
Gabriella	Durso	Part Time Paraprofessional Pre-K Spec Ed 1:1	02	02-9101-105	Step 1/ Degreed \$21,019	11-13-18
Steven	Neff	Supervisor	CO	00-0300-03	\$95,000	Amended Start Date 11-12-18

- 4P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the following **leaves**:

Name	Position	Loc	Type	New or Amended	Paid Leave	Unpaid Leave with benefits	Unpaid Leave No Benefits	Return Date
Helene Azizo	Paraprofessional	MS	Medical	New	10/5/18 to 11/25/18	N/A	N/A	11/26/18
Samantha D'Auria	PT School Psychologist	S1/ S2	Maternity	Amended	10/18/18 to 12/10/18	12/11/18 to 6/30/19	N/A	9/1/19
Barbara Milone	7-8 Lang. Arts Teacher	MS	Medical	New	10/29/18 to 12/9/18	N/A	N/A	12/10/18
Myoung Brogan	ESL Teacher	S1	Maternity	New	1/16/19 to 2/19/19	2/20/19 to 4/30/19	N/A	5/1/19
Bianca Stennett	Grade 5 Teacher	S4	Medical	New	10/15/18 to 11/30/18	N/A	N/A	12/3/18
Rachel Ventrella	Grade 3	S4	Maternity	Amended	9/24/18 to 11/15/18	11/16/18 to 3/30/19	N/A	4/1/19
Theresa Kavanagh	Special Ed Teacher -PK	S2	Maternity	Amended	10/19/18 to 1/1/19	1/2/19 to 3/26/19	N/A	3/27/19

- 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:

LEAVE REPLACEMENTS					
Name	Grade/ Subject	Loc	Salary	Effective Dates	Reason for opening
Paola Ramirez	PT School Psychologist	CST S1/S2	Daily rate equal to a BA, Step 1; No Benefits	Work Days: 11/7/18 to 6/30/2019 (4 days per week)	Samantha D'Auria Maternity Leave
Kathleen Miller	PK Spec Ed Teacher	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	Amended Work Days: 10/22/2018 to 3/28/19	Theresa Kavanaugh Maternity Leave

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

Substitutes
Gilda Farahnak Anastasia Sardis

- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves **additional hours for the following paraprofessionals to work with students on a 1:1 basis for 3 hours each on October 26, 2018 for extra-curricular activities** at \$30.00 per hour:

Claribel Kwon
Silvana Fardos

- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of additional 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.

2018-2019 Applicant	Co-Curricular Activity	Class	18-19 Stipend	Agenda Date
Mary Battista	Assistant Theatre Director	A	\$2,126.00	11/5/18
Corinne West	Elementary Fine Arts Coordinator-MS	B-1	\$4,754.00	11/5/18

- 9P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of additional **Winter 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. (As Amended)

Coach	Sport	Position	Season	Class	Step	Stipend
Jonathan Hronic	Boys Basketball	Assistant Coach	Winter	II	2	\$6,524
Sean Scully	Boys Basketball	Assistant Coach	Winter	II	2	\$6,524
William Straub	Girls Basketball	Head Coach	Winter	II	2	\$8,975
Brianna Mattessich	Girls Basketball	Assistant Coach	Winter	II	1	\$5,955
Kellie Lane Allison Evangelista	Girls Basketball	Assistant Coach	Winter	II	2	\$6,524
*Gerald Carroll	Wrestling	Head Coach	Winter	II	2	\$8,975
*Anthony Raccioppi	Wrestling	Assistant Coach	Winter	II	2	\$6,524
*Michael Raccioppi	Wrestling	Assistant Coach	Winter	II	2	\$6,524
Daniel Cirone	Winter Track	Head Coach	Winter	III	2	\$5,349
Charlie Salame	Winter Track	Assistant Coach	Winter	III	2	\$4,785
Angela Johnson	Winter Track	Assistant Coach	Winter	III	2	\$4,785
Demba Mane	Winter Track	Assistant Coach	Winter	III	2	\$4,785

*Non-Staff Member

- 10P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **list of certificated staff members as ESL Tutors**, during the 2018-2019 school year to be paid a stipend of \$45.00 per hour not to exceed an aggregate total of \$21,600, to be funded by the Title III grant, Account #20-241-100-101-30-000, as outlined below:

School:	Name:	Maximum Hours Allowed
HS	Denise Morales	40
HS	Rocio Torres	40
MS	Myung Jin Chung	40
MS	Encarnacion Lissette Vallejos	40
1	Marielle Bakian	50
1	Christine Teitelbaum	30
2	Joanne Hong	50
2	Christine Teitelbaum	30
3	Mollie Merryman	40
3	Elizabeth Inomata	40
4	Mai Koyo	80

- 11P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **completion of internships**, as outlined below:

Referring University	Name	Title	Subject Area	Duration	Location Placed	Cooperating Staff Member
Seton Hall University	Diane Baker	Supervisor	Education Leadership (School Administrator)	150 hours during Fall 2018	Central Office	Dr. Sharon Amato

- 12P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following appointments of additional **Athletic Game Workers for the 2018-2019 school year**, to be paid at the rate of \$40.00 per game. These people may work in the following capacities and will be reimbursed \$40.00 per event:

Game Workers (Gate personnel, Crowd Control, Clock Operator, Site Manager, Announcer) 2018-2019 School Year
Neil Grant

MOTION carried unanimously upon roll call vote, 9-0, for items #1P, #3P through #12P. MOTION carried upon roll call vote 6-3, for item #2P. Ms. Colbath, Mrs. Morell and Mr. Rubino voted no. Item #9P was amended.

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 2018-11-05 #1POL Backup](#)

Policy/Reg No.	Topic
P & R 5530	SUBSTANCE ABUSE (M)

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

MOTION carried upon roll call vote, 9-0 with exception.

OLD BUSINESS – None.

NEW BUSINESS

Mr. Sarnoff congratulated Mr. and Mrs. Justin and Lauran Tuck who were honored by the Chamber of Commerce for their work on promoting literacy.

Ms. Colbath wished the Board of Education candidates good luck on tomorrow's elections.

Mrs. Romba reminded everyone to vote.

Mrs. Morell wishes Brianne Baker all the best.

ADJOURNMENT

MOTION by Ms. Colbath, seconded by Mr. Sarnoff, to adjourn, 7:55 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
Attachments
11-13-2018