

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

MINUTES

**PUBLIC BUSINESS MEETING
NOVEMBER 20, 2017
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 Mr. Sarnoff.

FLAG SALUTE

The Flag Salute was led by Mr. Papavasiliou.

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 June 9, 2017 and posted in the entrance hall of the Board Office, 2175 Lemoine Avenue; published in the Board's designated online media outlet/newspapers: The Record, The Star Ledger, Gold Coast Life; 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: Mrs. Paula Colbath (6:42 p.m.), Mrs. Han Silver, Mrs. Holly Morell (6:36 p.m.), Mr. Anthony Papavasiliou, Mrs. Candace Romba, Mr. Michael Rubino, Mr. Joseph Surace (*left at 8:29 p.m.*), Mr. David Sarnoff

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

EXECUTIVE SESSION

MOTION by Mr. Rubino, seconded by Mrs. Romba, at 6:31 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 6-0.

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

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota stated that there were 12 HIB Reports; three (3) were founded.

Mr. Rota shared that Board members have reviewed the October 2017 Fire & Security Drills.

Mr. Rota shared that Board members have reviewed the Observance of Respect and School Violence Awareness Report.

Mr. Rota introduced Dr. Amato to present the Curriculum Update.

Dr. Amato presented the Curriculum Update. The presentation can be found on our website under Curriculum and Instruction.

Mr. Crawley, Supervisor of Math and Science, presented the STREAM (Science Technology Research Engineering Arts and Math) Update. The presentation can be found on our website under Curriculum and Instruction.

Teachers Gary Glebas and Teny Ravul gave an overview of the Fort Lee High School Robotics program. A “live” demonstration of robotic motion was conducted by students, Michael Borisov and Makar Abt. Students not in attendance but who programmed the robots were Ivan Repin and Gerald McCarten.

Ms. Taylor presented the Comprehensive Maintenance Plan and M1. The Comprehensive Maintenance Plan is on the Board agenda for approval this evening.

Mr. Sarnoff read the following statement into the hearing of the public regarding the delayed opening of the Lewis F. Cole Middle School Addition:

During the 2014-15 school year, the Board of Education sought a referendum for, among other improvements to school facilities, upgrades to the Lewis F. Cole Middle School (“Project”). The objective was to alleviate the overcrowding in the four elementary schools by adding an addition that would serve the 5th and 6th grades. The referendum was approved on December 9, 2014. Thereafter, the plans were drafted by the Board’s architect. It was determined that the Project would be broken into two Phases. Phase I was predominantly site work necessary for the building. The second phase was the actual construction of the building. The Phase I work was put out to public bid on June 23, 2016. The successful bidder was J. Fletcher Creamer & Son, Inc. who began work at the site on July 25, 2016. Creamer achieved completion of the Phase I in November, 2016. The Phase II was put out to bid in August of 2016. The successful bidder was DOBCO with a successful bid of \$21,650,000.00. DOBCO was issued a notice to proceed on or about October 8, 2016. However, DOBCO did not commence work until January of 2017. DOBCO has claimed that the Board has delayed the start of the Project citing what they perceived to be deficiencies in the plans for construction. The Board denies such a claim. DOBCO has since filed for arbitration before the American Arbitration Association seeking damages as a result of the delay. The Board is committed to holding DOBCO to the contract they signed, on or about October 8, 2016, which has a substantial completion date of August 16, 2018. However, it seems unlikely that DOBCO will achieve substantial completion in August. Due to the impact of this issue on the families in the elementary and middle schools, the Board felt compelled to release this statement. The Board will continue to defend the litigation filed by DOBCO in an attempt to work collaboratively to achieve the earliest possible completion date. The Board of Education is dedicated to the students and staff of our schools. We understand the burden this delay will place on all involved. The Board is looking to work with everyone so that we can complete this project for the benefit of our most important asset, the students of Fort Lee.

COMMITTEE REPORTS

Mrs. Han Silver reported that on 10/27/17 the FLBOE Negotiations Committee received the Factfinders report. The Negotiations Committee met on 10/30/17 and agreed to accept the Factfinders recommendations. The Negotiations Committee was notified on 11/7/17 that FLEA rejected the Factfinders recommendations. The Negotiations Committee and FLEA met on 11/13/17 to negotiate further. The committees will meet again on 11/27/17 to continue negotiations. A super conciliator has been assigned. A date for super conciliation is being scheduled for January 2018.

STUDENT REPORT

Student Council has completed their volunteer efforts with the Field of Heroes by collecting all of the flags from in front of the school. Marking period 1 has been completed. Student Council is in the process of planning their next "project." Students are starting to receive college acceptance letters. Sadly, the Harlem Wizards defeated the Fort Lee Faculty All Stars. Winter Sports begin this week.

PUBLIC WORK SESSION

Mrs. Colbath inquired if approval of the Comprehensive Maintenance Plan and M1 restricts the 2018-2019 maintenance budgeting. Ms. Taylor shared that approval of the Comprehensive Maintenance Plan and M1 on the agenda this evening in no way restricts the 2018-2019 maintenance budgeting.

Mrs. Romba inquired if the Acting Workshop class trips listed on tonight's agenda were cancelled [as stated in the agenda backup]. Mr. Rota will follow up and get back to Mrs. Romba.

Mr. Papavasiliou asked for clarification on capital reserve transfer agenda item. Ms. Taylor confirmed that \$22,450 is on tonight's agenda for capital reserve transfer to capital outlay fund to fund the Lewis F. Cole Sump Pump Replacement.

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. Colbath, seconded by Mr. Papavasiliou, at 8:36 p.m., to open the floor to the public.

MOTION carried unanimously upon voice vote, 7-0.

Sara Krikscivn, School No. 3 parent, asked for an update on how FLBOE will address increased kindergarten classes.

Amy Ko-Tang, School No. 3 parent, expressed concern about the disproportion of increased municipal tax revenues that are allocated to the school.

Mr. Rota shared that he has made recommendations to the Board of ways to address kindergarten increased enrollment. The Board will be reviewing his recommendations.

Mr. Sarnoff shared that parents that are concerned about the disproportionate of increased municipal tax revenues that are allocated to the school can express themselves with the Fort Lee Zoning Board and Board of Adjustments.

Mr. Sarnoff shared that when new construction comes into the town, rateables increase but not the Board of Education's tax revenues. To address this disparity, Senate President Sweeney is proposing that any Payment in Lieu of Taxes (PILTs) paid to municipalities allocate 40% of that aid to the local board of education. Mr. Sarnoff further shared that Mr. Rota would be speaking at a Fort Lee Zoning Board meeting. Mr. Rota will be sharing actual student enrollments from new housing developments versus projections of student enrollments from those new housing developments.

Mr. Sarnoff offered congratulations to Mr. DiMeglio, Mrs. Tuck, Mrs. Cho, and Mr. Rubino for their election wins.

MOTION by Mrs. Morell, seconded by Mrs. Romba, at 8:50 p.m., to close the floor to the public.

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	October 16, 2017
Private Executive Meeting Minutes	October 16, 2017

Public Business Meeting Minutes	November 6, 2017
Private Executive Meeting Minutes	November 6, 2017

- 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, **accepts, with regret**, the **resignation of Mr. Michael Osso as a Board Member**, effective November 8, 2017.

- 4B THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, adopts and implements the annual **Uniform State Memorandum of Agreement between the Fort Lee Police Department and Fort Lee Public Schools** for the 2017-2018 school year. [See Appendix Page 8](#)

- 5B WHEREAS**, Fort Lee Board of Education ("the Board"), sponsors the Fort Lee Board of Education 457(b) Deferred Compensation Plan for Public Education (the "Plan") for eligible employees, and wishes to restate the Plan. A copy of the restated Adoption Agreement is attached to this Resolution.

WHEREAS, in accordance Section 8.1 of the Plan, the Board has the power to amend and restate the Plan, which will, at all times, conform to the requirements of Section 457(b) of

the Internal Revenue Service Code and applicable regulations.

WHEREAS, that the Board authorizes the School Business Administrator to act on the Board's behalf with respect to this plan, and to take any and all actions necessary or desirable to implement, maintain and administer the District's 457(b) Plan in accordance with the Board's intentions, and with all applicable state and federal laws.

NOW, THEREFORE, BE IT RESOLVED, that the Plan be, and it hereby is, restated as of November 20, 2017 (the "Effective Date") as follows:

RESOLVED, that the District does hereby restates the Plan to permit Roth 457(b) contributions. *See Appendix Page 11*

- 6B** **WHEREAS**, Fort Lee Board of Education ("the District"), sponsors the Fort Lee Board of Education 403(b) Plan for Public Education (the "Plan") for eligible employees, and wishes to restate the Plan. A copy of the restated Adoption Agreement is attached to this Resolution.

WHEREAS, in accordance Section 8.2 of the Plan, the Plan Sponsor has the power to amend and restate the Plan, which will, at all times, conform to the requirements of Section 403(b) of the Internal Revenue Service Code and applicable regulations.

WHEREAS, that the Board authorizes the School Business Administrator to act on the Board's behalf with respect to this plan, and to take any and all actions necessary or desirable to implement, maintain and administer the District's 403(b) Plan in accordance with the Board's intentions, and with all applicable state and federal laws.

NOW, THEREFORE, BE IT RESOLVED, that the Plan be, and it hereby is, restated as of November 20, 2017 (the "Effective Date") as follows:

RESOLVED, that the District does hereby restates the Plan to permit Roth 403(b) contributions. *See Appendix Page 16*

- 7B** **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, approves the **Reorganization Meeting to be held on Wednesday, January 3, 2018** at 7:30 p.m. in the Fort Lee High School Media Center, 3000 Lemoine Avenue, Fort Lee, NJ 07024.

MOTION by Mrs. Romba, seconded by Mrs. Han Silver, that the Board of Education approves items #1B through #7B.

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

Mrs. Colbath, Mr. Rubino and Mr. Sarnoff thanked Mr. Osso for his service to the Fort Lee Board of Education.

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 2017-2018 school year** in compliance with Department of Education requirements. [See Appendix Page 25](#)

MOTION by Mrs. Romba, seconded by Mrs. Colbath, that the Board of Education approves item #1B&G.

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

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 29](#)

MOTION by Mrs. Romba, seconded by Mrs. Han Silver, that the Board of Education approves item #1CUR.

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 September 2017** 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 September 2017**. 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 \$795,207.69 for November 2017 checks**. [See Appendix Page 30](#)

- 4F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, accepts the following **donation**:

Item	Amount/ Estimated Value	Donor	On Behalf Of
Timpani Cart	\$2,095	Fort Lee High School Band Boosters	FLHS Band
TOTAL VALUE	\$2,095		

- 5F **THEREFORE BE IT RESOLVED**, that the **Board of Education**, upon recommendation of the Superintendent, approves the **updated 2018-2019 Budget Development Schedule** as per the attached. [See Appendix Page 47](#)
- 6F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the continued enrollment of **Non-Resident Students ID#1809043 and #1809045** for the completion of their Senior Years at Fort Lee High School for the 2017-2018 school year. District will not be responsible for transportation services.
- 7F **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 **Sump Pump Replacement Project at Lewis F. Cole Middle School** is a capital project within the scope of the District’s LRFP, which would otherwise be eligible for State support.

WHEREAS, the Board intends to **transfer \$22,450 from its capital reserve to fund the total cost of the Lewis F. Cole Middle School Sump Pump Replacement Project.**

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of capital reserve to fund the Lewis F. Cole Middle School Sump Pump Replacement Project.
2. The Board hereby approves the total transfer of \$22,450 for the Lewis F. Cole Middle School Sump Pump Replacement Project from the capital reserve account to the capital outlay fund to fund the total costs, less any excess costs.
3. The Board hereby authorizes the Business Administrator/Board Secretary to generate account transfers to effectuate the terms of this Resolution.

MOTION by Mrs. Morell, seconded by Mrs. Romba, that the Board of Education approves items #1F through #7F. Mr. Surace wanted it known that he opposed item #6F.

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 48](#)
- 2P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **accepts, with regret, the retirement of Susan Borkowski as an Elementary Teacher at School No. 1**, after dedicating 24 years of service to the district, effective July 1, 2018.
- 3P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **accepts, with regret, the retirement of Joanie Palzer as a School Secretary in the Athletic Department at Fort Lee High School**, after dedicating 28 years of service to the district, effective July 1, 2018.
- 4P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **amended start date for the appointment of an Aide** for the 2017-2018 school year, as follows:

Appointment of Additional Aides for the 2017-2018 School Year (All Salaries are Prorated and Pending Negotiations)								
First Name	Last Name	Position	Loc	Step	Class	Annual Salary	Effective Date	Reason
Sabrina	Dumicic	PT Classroom Aide (.83)	S2	1	Degreed	\$21,019	Amended Start Date 11/27 /17	IEP Need

- 5P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **transfer of Laurie Butler from Confidential Secretary in Central Office to School Secretary at Lewis F. Cole Middle School** for the 2017-2018 school year, to be placed at Step 7, on the 2015-2016 12-month Secretarial Guide, at an annual salary \$53,789.00 plus a Head Secretary bonus of \$1,000.00, to be prorated, pending negotiations, effective January 2, 2018.
- 6P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, 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
Mudje	Teker	Aide	S2	Medical	New	N/A	1/9/18-2/15/18	-	2/20/18

- 7P 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 2017-2018 school year:
- William Lane, Jr.
Jocelyn Levine
Anna Zieba

- 8P THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **Winter Coaches** for the 2017-2018 school year, as follows. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities.

Name	Sport	Position	Season	Class	Step	Stipend Pending Negotiations
Kellie Lane*	Girls Basketball	Assistant Coach	Winter	II	1	\$5,955

*Non-Staff Member

- 9P 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 2017-2018 Winter Season, with no compensation, as follows:

Pedro Burgos – Boys Basketball
Neil Grant – Bowling
Anthony Raccioppi – Wrestling
Nicole Piccinich – Winter Track
Renee Mattesich – Girls Basketball

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, that the Board of Education approves items #1P through #9P with exception. Mrs. Morell abstained on one name in 9P.

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

OLD BUSINESS – None.

NEW BUSINESS

Mr. Rota introduced NJ Advance Media's proposal to videotape student activity events at no cost to the District. NJ Advance Media would sell subscriptions returning a portion of the fees to the Board of Education. The District would have access to the videos.

Mrs. Han Silver inquired about privacy concerns and commented that the Board of Education should receive a free subscription.

ADJOURNMENT

MOTION by Mr. Papavasiliou, seconded by Mrs. Morell, to adjourn, 8:56 p.m.

MOTION carried unanimously upon voice vote, 7-0.

RESPECTFULLY SUBMITTED,

Haquisha Q. Taylor

HAQUISHA Q. TAYLOR

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY