

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

MINUTES

**PUBLIC BUSINESS MEETING
DECEMBER 12, 2016
FORT LEE HIGH SCHOOL MEDIA CENTER
6:30 P.M.**

CALL TO ORDER BY THE PRESIDENT

The meeting was called to order at 6:38 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 January 11, 2016 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, The Suburbanite; 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. Esther Han Silver, Mrs. Holly Morell (*arrived at 6:42 p.m.*),
Mr. Michael Osso, Mr. Papavasiliou, Mrs. Candace Romba,
Mr. Michael Rubino, Mr. Joseph Surace, Mr. David Sarnoff

Absent: Mrs. Paula Colbath

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

EXECUTIVE SESSION

MOTION by Mr. Rubino, seconded by Mrs. Romba, at 6:39 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 7-0.

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

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Superintendent Rota stated that HIB was discussed in Executive Session. Fire and Security Drills for November were discussed.

Superintendent Rota stated that the 2015-2016 Audit Report was positive. There was one recommendation. Auditors will attend a future meeting to formally present the 15-16 audit.

Superintendent Rota welcomed the officers of the Band Boosters. The Band Boosters donated in excess of \$15,000 for percussion instruments for our 120-student band.

Mr. Papavasiliou shared that, as a former member of the drumline, he is thankful for the instruments but this would not be possible without appropriate direction and devotion from Messrs. Welte and Picone.

COMMITTEE REPORTS

The Finance Committee met. The 2017/2018 Budget is on-going with Administration meeting with principals and department heads.

HEARING OF CITIZENS - QUESTIONS AND COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA AND ANY OTHER TOPIC OF CONCERN RESOLUTIONS

MOTION by Mrs. Morell, seconded by Mrs. Romba, at 7:46 p.m., to open the floor to the public.

MOTION carried unanimously upon voice vote, 8-0.

None.

MOTION by Mrs. Romba, seconded by Mr. Rubino, to close the floor to the public, 7:46 p.m.

MOTION carried unanimously upon voice vote, 8-0.

PUBLIC WORK SESSION

Aya Katayama, Band Co-President, stated that 75% of the \$15,000 came from alumni band members. Funding helped to replace new drums and 4 sets of cymbals. The immediate need at this time is for a "front ensemble" – marimbas and xylophones.

Mr. Osso asked that they keep up the good work.

President Sarnoff looks forward to continued success.

Mrs. Morell commented that it was mind-blowing to see the band in action especially at MetLife Stadium and at Montclair.

RESOLUTIONS

BOARD

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

Public Business Meeting Minutes November 21, 2016
Private Executive Meeting Minutes November 21, 2016

- 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 Board of Education,** approves the revised date of the **attendance and travel expenditures** for the following Board member, including payment for mileage and tolls for reimbursement per the GSA rate for round trip mileage and tolls with a maximum of \$60 for the following attendee:

<u>WORKSHOP</u>	<u>DATE</u>	<u>BOARD MEMBER</u>	<u>PLACE</u>
NJSBA Sustainable Practices Working Session	Friday, January 20, 2017 (Revised Date)	Mr. Michael Osso	NJSBA Headquarters 413 West State St. Trenton, NJ

MOTION by Mrs. Han Silver, seconded by Mrs. Romba, that the Board of Education approves items #1B through #3B.

MOTION carried unanimously upon roll call vote, 8-0, for items #1B and #2B. MOTION carried upon roll call vote, 7-0-1, for item #3B; Mr. Osso abstained.

BUILDINGS & GROUNDS

1B&G THEREFORE BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent approves the following change orders:

CHANGE ORDER SUMMARY SHEET	OWNER:	Fort Lee BOE
PROJECT NO. 8231.001	ARCHITECT:	SSP Architectural Group
PROJECT: Fort Lee Board of Education	CONTRACTOR:	J. Fletcher Creamer & Son, Inc.
Sitework at Lewis F. Cole Middle School	FIELD:	Turner Construction Co.
	DATE:	December 7, 2016

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	AMOUNT APPLIED TO ALLOWANCE	NET EFFECT
J. Fletcher Creamer & Son, Inc.	CO-01	Overtime labor for electrical install Site lighting relocation Presumptive plan	\$ 25,727.54	\$20,000.00	\$ 5,727.54
J. Fletcher Creamer & Son, Inc.	CO-02	PSE&G Trench Gas Relocation 36" Pipe Installation	\$72,893.26	\$0.00	\$72,893.26
J. Fletcher Creamer & Son, Inc.	CO-03	Hot Box new requirements & revision to 8"	\$12,854.27	\$0.00	\$12,854.27
J. Fletcher Creamer & Son, Inc.	CO-04	North Parking Lot Deleted North Retaining Wall Credit Generator Pad and Revised Conduit Route Addition of ADA Ramps & Curb Removal Existing Sump Tie-In & Dewatering T & M	-\$202,818.50	\$0.00	-\$202,818.50
TOTAL					-\$111,343.43

MOTION by Mr. Osso, seconded by Mrs. Morell, that the Board of Education approves item #1B&G.

MOTION carried unanimously upon roll call vote, 8-0.

CURRICULUM & INSTRUCTION

1CUR THEREFORE BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves **class trips** listed on the attached summary. [See Appendix Page 8](#)

2CUR THEREFORE BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves an amended resolution for the 2016-2017 school year in **support of continuing to use the Marshall Teacher and Administrator instrument for staff evaluation**, but will meet or exceed all regulatory and compliance requirements set forth by the NJ Department of Education.

3CUR THEREFORE BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following additional out-of-district placements for the 2016-2017 school year:

Student	Placement	Dates	Tuition/Costs
ID#18060151	Cornerstone Day School Mountainside, NJ	1/2/17 – 6/24/17	Annual tuition of \$81,455 prorated to \$43,319.25. Transportation cost of \$16,660 (\$140 for 119 days)
ID#20050160	BCSS – Evergreen Program Leonia, NJ	11/1/16 – June 2017	Annual tuition of \$58,690 prorated to \$46,944. Transportation provided on existing bus route.
ID#17100027	BCSS – Blesman Paramus, NJ	11/17/16 – 6/24/17	Annual tuition of \$72,540 prorated to \$55,614. Transportation cost \$33,948 (\$246 per diem). 1:1 Bayada Nursing services cost of \$57,408.
ID#32036	BCSS – HIP Midland Park, NJ	1/13/17 – June 2017	Annual tuition of \$60,840 prorated to \$35,152. Annual transportation cost of \$11,347.20 prorated to \$6,556.16 (\$63.04 per diem x 104 days)
ID#17070105	High Point School Lodi, NJ	12/15/16 – June 2017	Annual tuition \$59,161.15, prorated to \$38,055.01. Transportation cost TBD. (Transferred from Home Instruction)
ID#			

MOTION by Mrs. Romba, seconded by Mrs. Morell, that the Board of Education approves items #1CUR through #3CUR.

MOTION carried unanimously upon roll call vote, 8-0, with exception. Mr. Osso abstained on one name on #1CUR.

FINANCE

1F THEREFORE BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, hereby approves the acceptance of the **Audit Report for the year ending June 30, 2016** as prepared by Samuel Klein and Company, certified public accountants.

TABLED

BE IT FURTHER RESOLVED, that a copy of this resolution, together with a copy of the synopsis of the Audit Report, will be filed with the County Superintendent of Schools. [See Appendix Page 9](#)

2F THEREFORE BE IT RESOLVED, that the Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month of October 2016 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 13](#)

3F THEREFORE BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, confirms the line item transfers for the month of October 2016. 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 45](#)

- 4F **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the payment of the claims on the current bills list in the amount of \$3,076,662.04 for December 2016 checks. [See Appendix Page 47](#)
- 5F **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the following claims for **Cafeteria** for the month of November 2016 should be paid.

<u>Check #</u>	<u>TD Bank</u>	<u>Check Amount</u>
10429	The Pomptonian	\$10,220.60
10430	The Pomptonian	\$26,078.45
10431	The Pomptonian	\$16,591.91
10432	The Pomptonian	\$42,715.33
	TOTAL	\$95,606.29

- 6F **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, accepts the following **donations**:

<u>Item</u>	<u>Amount/ Estimated Value</u>	<u>Donor</u>	<u>On Behalf Of</u>
Marching Band field drums, carriers, stands & cymbals	\$14,000.00	Fort Lee Band Boosters, Inc.	FLHS Marching Band
Check	\$128.18	Target – Take Charge of Education	FLHS
TOTAL VALUE	\$14,128.18		

- 7F **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, authorizes the Business Administrator/Board Secretary to utilize joint transportation services with the **Englewood Public Schools Board of Education**, for the 2016-2017 school year at a cost of \$23,399.95. [See Appendix Page 75](#)
- 8F **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves **David Rinderknecht to provide additional consultant services for completion and final reports of ROD Grants** during the 2016-2017 school year, at the rate of \$90 per hour, for a total not to exceed \$1,000.00 without further Board approval.

MOTION by Mr. Surace, seconded by Mrs. Romba, that the Board of Education approves items #2F through #8F. **Item #1F was tabled.**

MOTION carried unanimously upon roll call vote, 8-0, for items #2F, #3F and items #5F through #8F. MOTION carried upon roll call vote, 7-0-1, with exception for item #4F. Mr. Surace abstained; Mr. Sarnoff abstained on his own name.

PERSONNEL

- 1P **THEREFORE BE IT RESOLVED, that the 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 78](#)

- 2P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, accepts the **resignation of Doris Pak as a Part-Time 1:1 Aide at School No. 2**, effective December 1, 2016.
- 3P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, accepts, the **amended disability retirement of Peter Sganga as a Custodian at Lewis F. Cole Middle School**, effective January 1, 2017. This resolution supersedes Resolution No. 28081 dated October 24, 2016.
- 4P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the appointment of **Arielle Mangiaracina as a BSI Teacher at School No. 2** for the 2016-2017 school year, to be placed at **Step 2, Class MA, on the 2015-2016 Teachers' Guide, at an annual salary \$59,930.00, to be prorated, pending negotiations**, effective January 2, 2017, due to the retirement of Mary Ann Ciraulo.
- 5P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the appointment of **Miyong Brogan as an ESL Teacher, at School No. 1** for the 2016-2017 school year, to be placed at **Step 2, Class MA, on the 2015-2016 Teachers' Guide, at an annual salary \$59,930.00, to be prorated, pending negotiations**, effective February 1, 2017, due to the retirement of Claudia Perillo.
- 6P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the **transfer of Staff Members for the 2016-2017 school year**, as outlined below:

Name	Transfer From		To		Effective Date
Ellen Levy	1:1 Aide Grade 6	S#2	1:1 Aide Kindergarten	S#2	12/12/16
Louis Pascale	1:1 Aide Grade 5 (504)	S#2	1:1 Aide Grade 6	S#2	12/12/16

- 7P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the following leaves:

Employee First Name	Last Name	Position	Loc	Type	New or Amended	Paid Leave	Unpaid Leave with benefits	Return Date
Jennifer	Andrada	Kindergarten	S3	Maternity	New	3/8/17- 5/10/17	5/11/17- 10/13/17	10/16/2017
Kim	Bancroft	School Nurse	S3	Medical	New	11/28/17- 12/16/16	N/A	12/19/2016
Carmela	Demaio- Can	LDT-C	CST	Maternity	New	2/1/17- 5/4/17 pending Dr. certification	5/5/17- 6/16/17	6/19/2017
Mi-ae	Stein	Grade 1	S4	Maternity	Amended	N/A	12/9/16- 3/8/17	3/9/2017

- 8P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the appointment of **leave replacements** during the 2016-2017 school year, as outlined below:

LEAVE REPLACEMENT						
FIRST NAME	LAST NAME	GRADE/ SUBJECT	SCHOOL	Salary	Effective Dates	Reason for opening
Adam	Schussler	OT	S#2	\$266.81 per day; No Benefits.	1/2/17 (or upon issuance of Certification) through 6/30/17	Maternity Leave for Irene Miroshnik
Kristina	Gonzalez	Grade 1	S#4	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: 12/8/16 – 3/7/17	Amended Maternity Leave for Mi-ae Stein

- 9P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the appointment of the following Substitutes for the 2016-2017 school year:

Melissa Baxter Gonnella
Patricia Cardinali
Kristen D'Elia
Joseph Naas
Fatemeh Nabiyouni
Naga Samavedam
Francesca Sciavicco

- 10P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the following certificated staff members for Title I Parent Involvement at Lewis F. Cole Middle School, during the 2016-2017 school year, to be paid a stipend of \$45.00 per hour, not to exceed a total of \$900, to be funded by the Title I grant.

Location	Name
Lewis F. Cole Middle School	Gene Fusco Solannly Ortega

- 11P **THEREFORE BE IT RESOLVED, that the Board of Education**, upon recommendation of the Superintendent, approves the payment of Tuition Reimbursement to those staff members for completion of graduate courses during the 2015-2016 school year, as per the FLEA agreement, as indicated on the attached list. [See Appendix Page 79](#)

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, that the Board of Education approves items #1P through #11P.

MOTION carried unanimously upon roll call vote, 8-0, for items #1P through #11P, with exception. Mr. Osso abstained on one name on #1P.

OLD BUSINESS

Proposed calendar draft has been circulated. There are still a few outstanding calendar decisions to be made. Board was asked to review and get back to Superintendent.

NEW BUSINESS

Mr. McKeever issued an opinion that was sent to Board members. He shared that the Executive County Superintendent makes the decision when an unqualified Board member is elected. Executive County Superintendent has deferred which is in line with the law. Board attorney recommends consulting Board policy to guide us on filling the January 1 vacancy. Mrs. Morell shared that Mrs. Colbath had concerns as it relates to official opinions and notices. Board's preference is to advertise ASAP for anticipated vacancy, interview and appoint at reorganization meeting. No Board objections. Board consensus is to proceed in that fashion.

President Sarnoff thanked Mr. Papavasiliou for his service.

ADJOURNMENT

MOTION by Mr. Papavasiliou, seconded by Mr. Rubino, to adjourn, 8:08 p.m.

MOTION carried unanimously upon voice vote, 8-0.

RESPECTFULLY SUBMITTED,

Haquisha Q. Taylor

HAQUISHA Q. TAYLOR
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/haa
12-21-2016