

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

MINUTES

**PUBLIC BUSINESS MEETING
JANUARY 16, 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 Mr. Rubino.

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, Ms. Haquisha Taylor, Kathleen Nestor, Esq., Dennis McKeever, Esq. (6:56 p.m.)

EXECUTIVE SESSION #1

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, at 6:50 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

The Board reconvened into the Public Meeting at 7:40 p.m.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Rota shared that there were 13 HIB Reports; seven (7) were founded.

Fire and Security Drills were conducted for December 2017. School Bus Drills were also conducted for September – December 2017.

Mrs. Romba shared the criteria for participation in the annual Bergen County “My County” Poster Contest. Mrs. Romba shared that the contest is open to all fourth grade students in Bergen County. Mrs. Romba further shared that there were six entries from Fort Lee Elementary Schools.

Mr. Rota presented three students from School No. 1, Angela Lee (First Place Winner), Ashley Gil (Honorable Mention) and Lauren Muller (Honorable Mention) certificates of achievement and thanked all of the students that participated.

COMMITTEE REPORTS

Mrs. Tuck shared that, in celebration of Martin Luther King Jr. Day, dozens of Fort Lee students represented our district at a county-wide day of service. Students made hygiene kits for the homeless, activity packs for kids at the oncology center at Hackensack Hospital, and distributed toys for cats at animal shelters.

Mrs. Han Silver shared that the Negotiations Committee is scheduled to meet with FLEA's negotiating team and the Super Conciliator this Thursday evening.

PUBLIC SESSION

Mr. Sarnoff thanked the donors for the driving simulator at the high school. The \$15,000 cost was split between the Fort Lee Education Foundation, the Fort Lee Policemen's Benevolent Association Local 245 and the Fort Lee Board of Education. Mr. Sarnoff thanked the Fort Lee Education Foundation and the Fort Lee PBA for their generosity.

Mrs. Colbath questioned a \$10,000 charge on the bills list. Mr. Rota shared that due to the confidentiality of the matter, he will share the details of the bills list item in executive session.

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 Ms. Cho, at 7:50 p.m., to open the floor to the public.

MOTION carried unanimously upon voice vote, 9-0.

Sara Kriksciun, School No. 3 parent, congratulated the new Board members, expressed School 3 parents' gratitude to the BOE for the additional kindergarten aides, and hopes that kindergarten aides can be built into future budgets. Mrs. Kriksciun shared a heating issue at School 3 a couple of weeks ago and is working with schools towards using a citywide communication to keep parents informed.

Ms. Kriksciun asked for an update on how the Board will address overcrowding in light of the delayed opening of the middle school addition.

Mr. Rota shared that we anticipate opening in fall of 2019 and that he and administrators are working on a plan to address these issues.

Mr. Howard Lipoff, School No. 4 Teacher, welcomed the new Board members. Mr. Lipoff expressed displeasure with the HVAC system at School 3.

MOTION by Mrs. Colbath, seconded by Ms. Cho, at 7:55 p.m., to close the floor to the public.

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	December 11, 2017
Private Executive Meeting Minutes	December 11, 2017
Reorganization Meeting Minutes	January 3, 2018
Private Executive Meeting Minutes	January 3, 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 Board Members to attend the **following workshop**:

<u>WORKSHOP</u>	<u>DATE</u>	<u>BOARD MEMBER</u>	<u>PLACE</u>	<u>AMOUNT PER PERSON</u>
BCSBA – Topical Discussions	01/31/2018 6:00-9:00 p.m.	Elisa Cho Paula Colbath Ralph DiMeglio Esther Han Silver Candace Romba David Sarnoff Lauran Tuck	Glen Rock High School 400 Hamilton Ave. Glen Rock, NJ	-0-

- 4B THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education approves the appointment of **School Safety Specialist** for the 2018 Calendar Year:

<u>Compliance Position</u>	<u>Employee</u>	<u>Title</u>
School Safety Specialist	Kenneth Rota	Superintendent of Schools

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, that the Board of Education approves items #1B through #4B.

MOTION carried unanimously upon roll call vote, 9-0, with exception. Each Board member listed in item #3B abstained on his/her name.

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 9](#)

2CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the amending of the school calendar to reflect a **Delayed Opening for 12th grade students only to arrive at 9:45 a.m. from April 18-25, 2018**, due to PARCC Testing.

3CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **following additional out-of-district placements for the 2017-2018 school year**:

Student	Placement	Dates	Tuition/Costs
#17100007	New Alliance Academy Paramus, NJ	January 8, 2018 – June 2018	Annual tuition cost of \$85,260, prorated to \$43,848 (108 days @ \$406 per diem). Transportation cost included in existing route.

MOTION by Mrs. Morell, seconded by Mr. DiMeglio, that the 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, has received and accepts the **financial reports of the Secretary and Treasurer of School Monies for the month ending October 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 October 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 \$5,892,328.55** for January 2018 checks. [See Appendix Page 10](#)

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 \$197,515.49** for January 2018 checks. [See Appendix Page 46](#)

- 5F **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	\$150.00	S#2 PTA	National Spelling Bee
Check	\$5,000.00	Fort Lee Education Foundation	FLHS Virtual Driver Interactive Software
Check	\$7,500.00	Korean Education Center	To Assist in Maintaining the Korean Language Classes
TOTAL VALUE	\$12,650.00		

- 6F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **revision to the Salaries Charged to Grants for the 2017-2018 school year** (previously approved on Resolution No. 28608 dated September 5, 2017) for the salary of Encarnacion Vallejos previously charged to the Title III Grant, Account #20-241-100-101-00-000 to be charged to the General Fund, Account #11-130-100-101-00-000.
- 7F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **Salaries Charged to Grants for the 2017-2018 school year** for the \$5,000 stipend for Marielle Bakian as a Faculty Coordinator – ESL/Bilingual to be charged to the Title III Grant, Account #20-241-200-100-00-000.
- 8F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **award to Becht Engineering BT, Inc. to provide consulting engineering services related to the Phase 2 Addition of Lewis F. Cole Middle School** to develop the Detailed Energy Model (DEM) in conformance with the full New Jersey Clean Energy Pay For Performance (P4P) Program requirements, prepare the final design Energy Reduction Plan (ERP), update the DEM as necessary to reflect the As-Built conditions, including development of the As-Built ERP tables, and completion of the As-Built ERP Report, at a cost not to exceed \$12,000.00.
- 9F **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **recycling of computer equipment purchased for Christ the Teacher School** through the Title I grant. [See Appendix Page 48](#)

MOTION by Mrs. Tuck, seconded by Mr. Rubino, that the Board of Education approves items #1F through #9F.

MOTION carried unanimously upon roll call vote, 9-0, with exception. Mrs. Colbath abstained on her name for item #3F; Mrs. Romba abstained on her name for 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 51](#)
- 2P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **accepts, with regret, the retirement of Richard Bello as a Physical Education and Health Teacher at Lewis F. Cole Middle School**, after dedicating 25 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 Joyce Miketzuk as a Mathematics Teacher at Fort Lee High School**, after dedicating 20 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, accepts the **resignation of Ana Radice as an Elementary Teacher at School No. 3**, effective January 18, 2018.
- 5P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **accepts the resignation of William Straub as a Head Softball Coach, thereby rescinding his appointment for the 2017-2018 school year**, previously approved on Resolution No. 28557 dated August 7, 2017.
- 6P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of Marilyn Saavedra as an Elementary School Teacher at School No. 3** for the 2017-2018 school year, to be placed at Step 1, Class BA+20, on the 2015-2016 Teachers' Guide, at an annual salary \$58,030.00, prorated and pending negotiations, effective January 18, 2018.
- 7P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **placement of School Clinical Experience Candidates** during the 2017-2018 school year, as outlined below:

Referring University	Student Name	Type of Placement	Subject Area	# Hours	Months From-To	School Placed	Cooperating Teacher
William Paterson University	Jacqueline Santiago	Clinical	Athletic Training	150 Hrs.	1/17 - 5/4/2018	HS	Thomas Hur
William Paterson University	Holly Alasio	In-District Clinical	Nursing	100 Hrs.	1/29 - 4/30/2018	MS & HS	Christine Lepore & Nateka Brewton

- 8P **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **transfer of Staff Members for the 2017-2018 school year**, as outlined below:

Assignment Changes for the 2017-2018 School Year							
	<u>Transfer From</u>		<u>To</u>				
Name	From Location	From Position	To Location	To Position	Salary Change Prorated Pending Negotiations	Effective Date	Reason
Ken Soussa	LFCMS	FT 1:1 Grade 7	S1	FT Instructional Resource Grades 1-3	N/A	1-17-18	IEP Need
Christina Foti	S1	PT Instructional Aide Grade 3 Resource	S1	FT Para Classroom Grade K	\$25,324 Step 1 Degreed	1-2-18	Grade K Enrollment
Carmela Kern	LFCMS	FT 1:1 ASD	FLHS	FT Instructional Resource	N/A	1-22-18	IEP Need

Gregg Milgram	S1	FT Instructional Inclusion Grade 1	S1	FT 1:1 Resource Grade 3	N/A	1-2-18	IEP Need
---------------	----	------------------------------------	----	-------------------------	-----	--------	----------

- 9P 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
Ashley	Rice	Teacher Grade 6	S2	Maternity	New	4/25/18 - 6/5/18	6/6/18 - 09/30/18	N/A	10/1/18
Kristine	Rodriguez	Kindergarten Teacher	S2	Maternity	New	4/9/18 - 5/16/18	5/17/18 - 6/30/18	N/A	9/1/18
Stefanie	Ciavarella	Teacher Special Ed	S2	Maternity	New	4/30/18 - 5/16/18	5/17/18 - 6/30/18	N/A	9/1/18
Allison	Artinger	Kindergarten Teacher	S4	Maternity	Amended	2/1/18- 3/21/18	3/22/18- 6/30/18	N/A	9/1/18
Kristen	Baldofsky	Teacher Special Ed	HS	Maternity	Amended	4/21/17 - 5/19/17	5/22/17- 12/22/17	1/2/18- 2/28/18	3/1/18
Robert	Ciccone	Physical Ed Teacher	S3	Medical	Amended	11/20/17- 01/12/18	N/A	N/A	1/16/18
-	#6607	-	-	Admin	New	11/21/17 - 12/1/17	N/A	N/A	12/2/17
-	#4793	-	-	Admin	New	12/5/17 - TBD	N/A	N/A	TBD
-	#4925	-	-	Admin	New	12/22/17 - TBD	N/A	N/A	TBD

- 10P THEREFORE BE IT RESOLVED,** that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of **leave replacements** during the 2017-2018 school year, as outlined below:

LEAVE REPLACEMENT						
FIRST NAME	LAST NAME	GRADE/ SUBJECT	SCHOOL	Salary	Effective Dates	Reason for opening
Kelly	Lee	BSI	S4	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: 1/25/18 to 5/22/18	Maternity Leave for Kristen Brown
Cortney	Teitell	Grade 4	S3	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: 2/21/18 to 6/30/18	Maternity Leave for Angela Jang
Samantha	Flannery (Tibbetts)	Special Ed	HS	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: 9/1/17 to 3/2/18	Maternity Leave for Kristen Baldofsky

- 11P **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:

**Natalya Alabugina
Seervart Kerbeykian
Jee Yeon Kim
Jessica Chung
Kellie Lane**

- 12P **THEREFORE BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves the following **certificated staff members as ESL Tutors**, during the 2017-2018 school year to be paid a stipend of \$45.00 per hour, to be funded by the Title III grant, Account #20-241-200-100-00-000 as outlined below:

Location	Name	Title III Funding Not to Exceed
School No. 1	Miyoung Brogan	\$15,000
School No. 2	Christine Teitelbaum	
School No. 3	Mollie Merryman Elizabeth Inomata	
School No. 4	Mai Koyo	
Middle School	Myung Chung Encarnacion Vallejos	

- 13P **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 as needed basis for extra-curricular activities** for the 2017-2018 school year at \$30.00 per hour:

**Sangeeta Jain
Kim Kellas
Manuel Rivera**

MOTION by Mrs. Morell, seconded by Mrs. Han Silver, that the Board of Education approves items #1P through #13P.

MOTION carried unanimously upon roll call vote, 9-0

EXECUTIVE SESSION #2

MOTION by Mrs. Morell, seconded by Mrs. Tuck, at 8:03 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 9-0.

The Board reconvened into the Public Meeting at 8:24 p.m.

OLD BUSINESS – None.

NEW BUSINESS

Mr. Sarnoff reintroduced the idea to schedule a Board Retreat. Mr. Rota shared that he would follow up with Mrs. Romba to identify possible dates.

Mrs. Romba shared that each year, committees are chosen by the Board President and Vice President. Mrs. Romba further shared that Board member preferences were highly considered with each board member having a committee to chair. This year we are adding liaisons to the PTAs. Mrs. Colbath commented that Mrs. Romba and Mrs. Han Silver did a great job with the committee assignments. Mrs. Han Silver shared that Board policies were reviewed prior to making the committee assignments. Policies are outdated but will be further reviewed with the Policy committee to recommend changes.

ADJOURNMENT

MOTION by Ms. Cho, seconded by Mrs. Tuck, to adjourn, 8:25 p.m.

MOTION carried unanimously upon voice vote, 9-0.

RESPECTFULLY SUBMITTED,

Haquisha Q. Taylor

HAQUISHA Q. TAYLOR
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/haa
01-19-18